



SUPREME COURT OF TEXAS

OFFICIAL COUNTY COURT APPOINTMENTS AND FEES REPORT

SUPREME COURT ORDER No. 94-9143

REPORTS AUTHORIZED UNDER THE PROVISIONS OF SEC. 71.035(b), TEXAS GOV'T CODE BY THE TEXAS JUDICIAL COUNCIL ON JANUARY 21, 1994.

FOR THE MONTH OF SEPTEMBER, 2016

COUNTY LAVACA

COUNTY CLERK ELIZABETH A. KOUBA

MAILING ADDRESS P.O. BOX 326

CITY HALLETTSVILLE, TEXAS 77964

ZIP

DIRECTIONS FOR COMPLETING REPORT

1. Reports are to be submitted monthly, no later than 20 days following the end of the month reported.
2. If no fees of \$500 or more were approved or paid during this month, indicate "No Reportable Activity This Month" below and submit a copy of this page only of report.
3. Report fees of \$500 or more on the reverse side of this page in the spaces provided. Attach additional photo copies of the reverse side of this page as needed.
4. Include information on civil, family, and probate cases only. (Do not include any cases governed by Title 3 of the Family Code [Delinquent Conduct and Conduct Indicating a Need for Supervision.])
5. Report each approval of a fee of \$500 or more. (Fees of less than \$500 may be reported but are not required.)
6. Cases in which the judge approves the fee(s) should be included on this report.
7. Cases in which the judge does not approve the fee should not be included on this report.
8. Cases in which appointees are salaried employees of the court, such as masters, referees, etc., should not be included.
9. Fees ordered for process servers, independent executors of wills, substitute court reporters, and appointments to similar non-judicial positions should not be included.
10. Fees ordered for ad litem, receivers, and similar judicial appointees should be included.
11. Computer reporting either by disk or electronically is acceptable and encouraged. (Contact Office of Court Administration for details.)

If There is No Reportable Activity for the Month, Please Check This Box:

PLEASE RETURN THIS REPORT NO LATER THAN **15** DAYS FOLLOWING THE END OF THE MONTH REPORTED TO:

SUPREME COURT OF TEXAS
OFFICE OF COURT ADMINISTRATION
PO Box 12066
AUSTIN, TX 78711

PH. (512) 463-1625

Fax (512) 463-1648

If no fees of \$500 or more were approved or paid during the month, check box above and mail a copy of this page.

THE ATTACHED REPORT IS A TRUE AND ACCURATE REFLECTION OF THE RECORDS OF THE COURTS OF THIS COUNTY.

PREPARED BY Barbara Steffek

DATE 10-12-2016

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A.C.

PHONE

