

## **Credit Card Payments: Online / Telephone**

The District Clerk's Office accepts payments online or by telephone for Civil/Family Filing Fees & Court Costs or Criminal Court Cost and Fines. The following credit/debit cards are accepted: **American Express, Discover, MasterCard and Visa.**

**Please note:** The following convenience fees are assessed for payments tendered with a **Credit Card/Debit Card:**

- **Criminal** Court Costs or Fines; flat rate per transaction with no limit:  
**Credit Card \$6.25**  
**Debit Card \$3.40**
  
- **Civil/Family** Filing Fees and Court Costs; flat rate per transaction with no limit:  
**Credit Card \$3.95**  
**Debit Card \$3.40**

## **Pay online - Official Payments**

1. Click on [www.officialpayments.com](http://www.officialpayments.com)
2. Click on Local Payments
  - State: Texas
  - Payment Entity: Fort Bend County District Clerk
  - Payment Type: Select Applicable Payment Type (Civil Filing Fees or Criminal Court Cost)
3. Click Make A Payment
4. Enter Payment Amount
5. Choose Payment Option
6. Click Continue
7. Click Accept
8. Click Continue as Guest
9. Answer Payer Information Questions
10. Click Continue
11. Print Confirmation Page with Confirmation Number
12. Provide the District Clerk's Office with Confirmation Number

## **Pay by Telephone – Official Payments**

1. Dial **1-877-246-2232**
2. Payment option; **Press 3**
3. Enter Jurisdiction Code **6136** (this selection will access the Fort Bend County District Clerk)
4. Press **1** to verify
5. Type of Payment – **Press 1** (to access Civil Filing Fees and Court Cost)
6. Enter the **last 6 digits** of your **cause / case number**  
(Please Note: if your cause / case number consists of five (5) digits enter a zero (0) at the beginning of the five digit cause / case number Example: 78945 enter as 078945)  
(For unknown cause / case numbers please enter 999999)
7. Enter a **10 digit Current Daytime Telephone Number, Press 1,**
8. Enter **amount of money you are paying** the Fort Bend County District Clerk including dollar and cents  
(DO NOT INCLUDE THE CONVENIENCE FEE), **Press #** key then **Press 1**
9. Enter **your credit card number, Press 1**  
(The auto attendant will explain the convenience fee and give you a total amount that will be charged to your credit card)
10. The auto attendant will give you a confirmation number; you will need to provide this confirmation number on your written request