

## Felony/Civil Section

The Felony/Civil Section of the District Clerk's office offers several methods of payment.

### Payment Options and Methods

- **In Person** VISA, MasterCard, Discover, American Express, Money Order, Cashier's Check or Cash
- **By Mail** Money Order or Cashier's Check
- **By phone** (IVR) Using VISA, MasterCard, Discover and American Express
- **Internet** VISA, MasterCard, Discover and American Express

***\*\*All payments must include the case number\*\****

### Payments may be mailed or paid in person at the following address:

**Tim Curry Justice Center**  
District Clerk's Office  
401 W. Belknap, 3rd Floor  
Fort Worth, Texas 76196-0402  
Mon-Fri, 8:00 AM – 5:00 PM  
817-884-2508

Make money order or cashier's check payable to **District Clerk** or **TCDC** and include the case number on the payment. If you would like a receipt of the payment, please include a self-addressed stamped envelope, and one will be sent upon processing.

### Payments made by internet or Phone (IVR) Credit/Debit Cards:

The Felony/Civil section of the District Clerk's office accepts VISA, MasterCard, Discover, and American Express for payment of Felony/Civil fees. This secure, easy, and convenient way to make payments is processed through Certified Payments.

For internet payments, click on

<https://certifiedpayments.net/index.aspx?BureauCode=3071457>

For phone (IVR) payments, call **1-866-549-1010**

**You will be prompted to give a bureau code.**

**The bureau code for the Felony/Civil Section is: 3071457**

Please allow up to two business days for your payment to be applied to the case. You will be prompted for the Case Number. **You must have the case number to make a payment on the internet or by phone.** This number is located on your court document. If you are unable to locate the case number, call **(817) 884-2508** during regular business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. (excluding County holidays and weekends).

**The Convenience Fee for all VISA, MasterCard, Discover and American Express walk-up transactions will be 3% of transaction amount with a \$2.00 minimum.**

**Please Be Advised That the above fees are imposed by our Credit Card Service Provider, and are beyond the control and authority of the District Clerk.**