

The Brownsville Division Courthouse of the Southern District of Texas
NOTICE OF COURTHOUSE CLOSURE

Effective Friday, April 3, 2020, The Southern District of Texas Brownsville Division Courthouse will be closed to the public until further notice. The Court will re-evaluate the need to extend public closure on a weekly basis.

Protocol for District Court Filings and Proceedings

Filings will continue to be processed in bankruptcy, civil and criminal cases via the Case Management/Electronic Case Filing (“CM/ECF”) system. For those without access to CM/ECF, documents may be submitted by mail, or in the event of emergency may be submitted by email to: brownsville_operation@txs.uscourts.gov. All emergency filings must include an email address and phone number where the filer may be reached. Filings submitted by mail will be processed upon receipt after the courthouse reopens. Payments by attorneys utilizing the CM/ECF system will be processed via credit card utilizing Pay.gov. Payments by check or money order will be accepted by mail and will be processed upon receipt after the courthouse reopens. **Cash payments will not be accepted during this period of exigent circumstances.**

Any *pro se* litigant filing a case via mail should secure a check or money order and should submit it with his or her filing. Should the *pro se* litigant be unable to secure payment the Clerk’s Office will send a notice directing payment be submitted after the courthouse reopens. Any questions may be directed to:

o **Brownsville Clerk’s Office Operations at 956-372-6225.**

U.S. Probation

The U.S. Probation Office in the Brownsville Division is closed for public access **until April 30, 2020, or until further notice.**

Anyone with pending business matters or in need of reporting instructions, please reach out to the duty officer by calling 956-548-2522, or via email at duty box:

txspdb_broduty@txsp.uscourts.gov