



1111 Bagby, Suite FLB 300
Houston, TX 77002
Phone: (713) 228-0735
Fax: (713) 228-5826
www.makejusticehappen.org

Houston Volunteer Lawyers believes that this case may involve court costs. Based on the financial information that your client has provided us to date, it appears that they will not qualify for a waiver of court costs. It is our policy to have Houston Volunteer Lawyers collect all necessary amounts from directly the client and issue a check from our trust account to the court clerk or other service provider upon your request.

Clients can send money order or cashier's check payments to:

Houston Volunteer Lawyers
ATTN: Filing Fees
1111 Bagby, Suite FLB 300
Houston, Texas 77002

If you determine that an unreasonable amount of time has passed without full payment of fees by your client, please let the staff attorney assigned to your case know, so that we can determine the next best step.

Although Houston Volunteer Lawyers has screened your client for income and asset eligibility, we encourage you to check with your client to ensure that the financial information that he or she provided Houston Volunteer Lawyers is still accurate. Financial conditions can change rapidly. If you determine that your client's income or asset information has changed materially since they applied for services through Houston Volunteer Lawyers, please contact either the Houston Volunteer Lawyers staff attorney assigned to your case or our Pro Bono Department, so we can re-screen the client.

Please let us know if we can help you in any way.