## **Attorney Record Search Help**

## How to perform a Search by Attorney Bar Number and Name

- Visit <u>https://portal.galvestoncountytx.gov/portal</u>
- The Portal landing page should look like this:

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neipiui Links:		
Return to Galveston County	Website	
Attorney Log In Help		
Record Search Help		
Public Access Calendar Doc	ket Search Engine	
** Please note that the Public available in portal.**	c Access Court Calendar Search is temporary until the He	earing Search Portlet is made
** Tip: You do not have to re	gister to search court records. Simply select "Smart Sear	ch" to begin your search. **
Q		
Smart Search Search for court records.		

- Select "Smart Search" to begin your record search
- Select "Advance Filtering Options"

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Smart Search	*Required
Search Criteria	?
* Enter a Record Number or Name in Last, First Middle Suffix Format	
Advanced Filtering Options-	Submit

- Select the drop down menu "Filter by Search Type" under general filtering options

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	Smart Search Search Criteria * Enter a Record Number or Name in Last, First Middle Suffix Format Advanced Filtering Options -	*Required ? Submit	Smart Search General Options Party Search Criteria Case Search Criteria Judgment Search Criteria Back to top	
	General Filtering Options Filter by Location All Locations Filter by Search Type Include Cases Judgments	× ×		

- In the drop down menu, you will find multiple ways you can search for a case including by Attorney Name and Attorney Bar number.

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General Filter Filter by Location	ing Options	×	
All Locations Filter by Search Ty Smart Search Attorney Bar Number Attorney Name Gase Cross-Reference Case Number Citation Number	pe		

- Once you have made your selection, for this example we have selected attorney bar number, you may begin to type in the criteria.

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General I Filter by Loc All Locatio Filter by Se Attorney B Include Cases Judgmen	iltering Options ation is rch Type ar Number	v V		

- Enter Bar number or the information that is required by your filtered search and select "submit". (\*\*bar number used is blacked out)

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	Include						
	<ul> <li>Gases</li> <li>Judgments</li> </ul>						

- The search should yield in results. (\*\*case numbers blacked out for this example)

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		Smart Search	Se	arch Hesuits			
						Print	
	Cases						
	Case Number	Style / Defendant	Туре	Status	Location		
		In Re: Ashley Williams, a Child/Adu	Name Change - Adult / Child	Disposed	306th District Court		
		In the Matter of the Marriage of: In	Divorce - With Children	Active	306th District Court		
		The Dawn Condominium Association	Contract - Consumer/Commerci	Disposed	County Court at Law No. 3		
		James W. Goodridge, Et Al vs. Rob	Real Property - Other Real Prop	Active	56th District Court		
		SANTA FE INDEPENDENT SCHOOL	Tax Delinquency	Active	10th District Court		
		Galveston County, et al vs. John D.	Tax Delinquency	Active	212th District Court		
		In the Matter of the Marriage of: N	Divorce - With Children	Re-Opened	County Court at Law No. 1		
		In the Matter of the Marriage of: C	Divorce - No Children	Disposed	306th District Court		
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- To begin another search select the "Tyler Odyssey Portal" text on the top left hand corner.

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	Cases						
	Case Number	Style / Defendant	Туре	Status	Location		
		In Re: Ashley Williams, a Child/Adu	Name Change - Adult / Child	Disposed	306th District Court		
		In the Matter of the Marriage of: In	Divorce - With Children	Active	306th District Court		
		The Dawn Condominium Associatio	Contract - Consumer/Commerci	Disposed	County Court at Law No. 3		
		James W. Goodridge, Et Al vs. Rob	Real Property - Other Real Prop	Active	56th District Court		
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		Galveston County, et al vs. John D.	. Tax Delinquency	Active	212th District Court		
		In the Matter of the Marriage of: N	Divorce - With Children	Re-Opened	County Court at Law No. 1		
		In the Matter of the Marriage of: C	I Divorce - No Children	Disposed	306th District Court		
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