



Montgomery County District Clerk

Melisa Miller

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Refund Policy

Montgomery County District Clerk's Office is not obligated to provide refunds. All refund requests are subject to approval by department head.

Refunds will be considered for the following circumstances:

- Clerical Errors
- Overpayments
- Payment Made in the Wrong Case

Any request that does not meet the criteria listed will not be considered. All requests for refunds must be submitted in writing and include the following:

- Cause number
- Style of the case
- Amount to be refunded
- Party who made the payment
- Copy of the receipt

*****Requests must be submitted within 3 business days of receipt*****

Effective Beginning April 5, 2018

P.O. Box 2985 Conroe TX 77305 | Main Number: 936-539-7855 | www.mctx.org