

\_\_\_\_\_ COUNTY DISTRICT CLERK

e-Filing Request of Issuance for an

## ORDER OF SALE

*Please use other request forms for all other types of issuances*

- This document MUST be filed as a separate LEAD document when e-filing.
- Choose the filing code "Request for Issuance of" and add "Order of Sale" in the description field
- Select Order of Sale (\$8) in the "Optional Services" section.

Cause No. \_\_\_\_\_

Style of Case: \_\_\_\_\_

Plaintiff (s): \_\_\_\_\_

Defendant (s): \_\_\_\_\_

Judgment Creditor Name and Address: \_\_\_\_\_

\_\_\_\_\_

Judgment Debtor Name and Address: \_\_\_\_\_

\_\_\_\_\_

Description of Property and Current Location of Property: \_\_\_\_\_

\_\_\_\_\_

Type of Lien: \_\_\_\_\_

What is the time limit of the Order of Sale in Days? \_\_\_\_\_ 30 \_\_\_\_\_ 60 \_\_\_\_\_ 90

Date of Judgment: \_\_\_\_\_ Amount of Judgment: \_\_\_\_\_

Pre-Judgment Interest: \_\_\_\_\_ Post-Judgment Interest: \_\_\_\_\_

Attorney Fees: \_\_\_\_\_ Court Costs Awarded in Judgment: \_\_\_\_\_

Credits: (include amounts and dates paid): \_\_\_\_\_

Requested By: \_\_\_\_\_ Phone Number/Email Address: \_\_\_\_\_

Complete Address: \_\_\_\_\_

**\*\*\*\*\* Check one of the options below for your preferred service method\*\*\*\*\***

\_\_\_\_\_ Archer County Constable or Sheriff Service

*(please be sure and add the \$125 service fee using the "Optional Services" feature when e-filing.  
Failure to choose the service fee may result in your filing being rejected due to lack of fee amount approval.)*

\_\_\_\_\_ To be held at clerk's office for pick-up

\_\_\_\_\_ Place in attorney's folder (for local attorney's only)

\_\_\_\_\_ I request the issuance be returned by e-service to \_\_\_\_\_.