

E-FAX FILING COVER SHEET
FOR FILING IN THE ISLAND COUNTY SUPERIOR COURT OF
THE STATE OF WASHINGTON (per GR 17)

ONLY FOR DOCUMENTS TO BE FILED IN THE COURT FILE - FEE REQUIRED

DEBRA VAN PELT, ISLAND COUNTY CLERK

(360) 679-7359

ELECTRONIC FAX FILING ADDRESS/NUMBER: 360-678-7997

PAYMENT: Payments must be made online before your documents will be processed. You can make the payment at www.islandsuperiorcourtpay.com. Please indicate the case number or name on the payment.

Date: _____ New Case: ☐ Yes / ☐ No Filing in existing Cause Number: _____

Case Caption _____ vs _____

Attorney Name: _____ WSBA #: _____

Firm Name (if any): _____ Email: _____

Pro Se Name: _____ Email: _____

Point of Contact: _____

Phone Number _____ Fax Number _____

Address: _____

NEW CASE FILINGS: All new case filings must include a fully filled out Case Information Cover Sheet. Download them from these links (CIVIL, DOMESTIC/FAMILY, PROBATE), fill out the form, include with your E-Fax filing. Your "new case" filing will be rejected without this form.

| DESCRIPTION | |
|---|--|
| ELECTRONIC FAX FILING CHARGE: | |
| Working Copies to Judge - \$0.25 per page | |
| Presentation fee - \$30.00 | |
| Requesting Letter - \$5.00 Each | |
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