

Grimes County District Clerk Registry of the Court

Instructions for Withdrawing Minor Funds

The following documentation is needed in order to process your application. **Our office will not accept incomplete applications.**

- An original birth certificate. If your birth certificate is written in a language other than English, it must be accompanied by a notarized English translation
- A certified copy of your marriage license if you are now married
- Form W-9*
- Motion*
- Order *
- Picture Identification: state issued driver's license, DPS I.D. receipt, state identification card, passport, military ID.
- Social Security Card (photocopy if application is mailed)

* These forms are available at the District Clerk's Office located at 270 FM 149 W. Anderson, Texas 77830 or online at <https://www.grimescountytexas.gov/page/District.Clerk> under Quicklinks/Court Registry/ Packet to withdraw Minor Funds

If applying by mail:

Send in the completed Motion and Order, W-9, birth certificate or marriage license and a notarized photocopy of the applicant's state picture ID. (*The applicant should sign the copy in front of a notary and have the signed paper notarized.*)

Mail the above items to the following address:

**GRIMES COUNTY DISTRICT CLERK
DIANE LEFLORE
270 FM 149 WEST
ANDRESON, TX 77830**

If you have any questions, you can call **936-873-4426** with your case, and name of minor. **Minor Funds will be disbursed within 10 business days.**