



# District Court Drop Box

**For self-represented parties only. Not for ballots.**

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## BEFORE YOU FILE

Find Supreme Court rules and forms at  
[www.kscourts.org/fileusingdropbox](http://www.kscourts.org/fileusingdropbox)

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You must follow the procedure in Supreme Court Temporary Rule for Filing in a District Court by a Self-Represented Litigant. Find it using the link above.

All documents must be in a secure, closed envelope.

If fees are due, a check or money order must be with your document in the secure, closed envelope.

You may submit your document without payment if:

- you include a completed poverty affidavit with your filing, or
- a poverty affidavit is on file in your case.

Last pick-up from this drop box is 4 p.m. weekdays.

No pick up will be made on weekends, Supreme Court holidays, or when the court clerk office is closed by court order.

Questions? Call the Access to Justice Advice Line at 800-675-5860 or contact the court.

Call

Email