

Locating Civil Court Records

You can search for Civil Court records using the following criteria:

- Last Name.
- First Name.
- Middle Name.
- Company Name.
- City (Check coverage for availability).
- State.
- Jurisdiction

NOTE: Please click on the coverage area icon to see if we cover the state in which you wish to search.

Results vary from state to state but may return the following information: Case Title, Case Type, Plaintiff/Petitioner, Defendant/Respondent, Attorney, State of Origin, City, State, and Jurisdiction.

You can run the following report:

Civil Court Report—Results vary from state to state but may return the following information: Case Title, Case Type, Case Number, State of Origin, Court, Plaintiff/Petitioner, Defendant/Respondent, Attorney, Filing Date, Manner of Filing, Judgment Date, Manner of Judgment, Judgment Type, Disposition, Disposition Date, Suit Amount, Ruling, Award Amount, Court Case Activity Date, and Court Case Activity.

Quick Start

First, try to find a Civil Court record using one or more of the following search techniques:

- 1. Search by Name. You can also use a partial first name.**
- 2. Search by Name and State. This returns records for the listed name within the specified State.**

3. **Search by Name, State and Jurisdiction.** This returns records for the listed name within the specified State and the jurisdiction in which the case has been filed.
4. **Search by Name, City, State.** This returns records for the listed name within the specified City and State.

Helpful Search Tips

SEARCH BY LAST NAME

On the **Civil Court** Link within the **Courts** menu, type the Subject's Last Name in the **Last Name** field, then CLICK on the Search button. If more records are returned than are practical to review, refine your search as described below.

REFINE A NAME SEARCH

Adding criteria, such as first name, middle name, or middle initial refines search. Keep in mind that some records may not contain a middle name or initial, so providing one could eliminate records you may want included.

SEARCH BY COMPANY

On the **Civil Court** Link within the **Courts** menu, type the name of the Company in the **Company Name** field, and then CLICK on the Search button. You may also type any part of the Company's name, and all records containing that information will be produced. This returns records belonging to that Company. If more records are returned than practical to review, refine your search as described below.

NARROW LIST OF RESULTS

If a list of results is displayed but more records were returned than are practical to review, try narrowing the list of results by adding search criteria. We recommend adding the following criteria, if known, in this order:

1. **First Name or First Initial** - If you are not sure of the entire first name, type an initial or the first few letters in the **First Name** field.
2. **Middle Name or Initial** - If your results return multiple listings with the same first and last name, add the Subject's middle name or initial. Remember that some records do not contain middle names or initials and will be excluded.
3. **State** - If your results return multiple listings with the same first and last name from multiple states, add the state in which you believe the civil court information was filed.
4. **Jurisdiction** - If your results return multiple listings with the same first and last name within a single state, add the jurisdiction. The jurisdiction is the court in which the civil case is assigned. This may be a city or county name. This search field is limited to the exact city or county of the court. For example: To search for a person's civil case in "Apache County Superior Court," only enter Apache in the search field. To search for a person's civil case in "Seattle Div. King Co. District Court," you may enter Seattle or King in the jurisdiction field.
5. **City** - (Check coverage for availability) If your results return multiple listings with the same first and last name within a single state and you do not know the jurisdiction, add the city in which you believe the civil court information was filed.

EXPAND LIST OF RESULTS

If too few or no results are returned, loosen the criteria by removing the most precise or uncertain criteria (e.g., middle name or initial).

FIND A RECORD IN THE DISPLAYED LIST

Identify the number of unique individuals by examining the information listed. Examine the records to determine if the displayed information fits what is known about the Subject. CLICK on the icon on the right to display the complete record on the selected individual.

ICON LEGEND



Civil Courts Report – This icon can be found on the far right of the search results. The ***Civil Courts Report*** provides detailed, comprehensive, civil courts information on the subject or company. Click this icon to run the Civil Courts Report.