



Case Search Help Guide For Phase 1 Cases - Updated 8/8/2023

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Search by Case Number

Enter the case number exactly as the Court has formatted, with or without hyphens.

- The first number is the 4-digit year.
- Next set of letters is the case type, which will be 2 to 5 letters.
 - Cases entered before October 31, 2022, will have the same type identifier as you entered in eAccess. See page 9 for these identifiers and availability of records for each case type.
 - Cases entered on or after October 31, 2022, will have the new case type identifier for Portal only. See page 10 for these identifiers and availability of records for each case type.
- Next is the case number using the complete number of digits. Enter the case number as a 6-digit number.
- Use dashes to include the final letter if this applies to your case. However, dashes can be omitted.
- Sample case numbers:
 - 2020-AMP-000001, 2020AMP000001
 - 2020-CA-005243-H, 2020CA005243H
 - 2020-CA-005209-B, 2020CA005209B
 - For cases with parentheses like 2020-CA-000001-L(RP), enter 2020-CA-000001-LRP, 2020CA000001LRP.
- Complete case number format is [4-digit year]-[letter case type identifier]-[6-digit case number]-[optional letter], with or without hyphens. No parentheses are accepted.



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Example Case Number Search with Sample Landlord & Tenant Case:

Main portal page:

If you're a party or entity seeking more online access, contact the clerk's office handling your case.

NEED HELP?

- [Frequently Asked Questions \(FAQs\)](#)
- For questions about case information or court dates, please contact the clerk's office handling your case.
- For technical issues, please email PortalRegistrationHelp@dcsc.gov



Smart Search
Search for court records.



Search Hearings
Search for court hearings for a specified date range.

Case number entry:

Smart Search *Required

Search Criteria ?

* Enter a Record Number or Name in Last, First Middle Suffix Format

I'm not a robot  [Privacy](#) [Terms](#)

[Advanced Filtering Options -](#)



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Search result:

Case Number	State / Defendant	File Date*	Status	Location
2022-CTB-000073	MD CB FUND I LP VS. KRAFT, STEWART et al LADC	01/07/2022	Open	Landlord Tenant

Search by Name Using Smart Search

Using Smart Search, enter the party name in the following format:

- ***Last Name, First Name*** – upper or lower case is acceptable.
- Middle name is an optional entry, entered after ***First Name*** if it applies.
- As suffix such as Jr. is optional, and would be after the ***Last Name*** if it applies.

If you're looking for variations of a name, you may want to try a wild card search. At least three (3) characters followed by an asterisk for the last name, and at least one (1) character followed by an asterisk for the first name are required.

- Smith, Jon* to capture both Jon, Jonathan, etc.
- Smith, John* to capture both John, John James, etc.
- Smith, Jon* to capture both Jon, Jonathan, etc.
- Rose*, John to capture Rose, Rosenthal, etc.



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Example Name Search with Sample Probate Case:

Entry:

Smart Search *Required

Search Criteria ?

* Enter a Record Number or Name in Last, First Middle Suffix Format

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[Advanced Filtering Options](#)

Search result:

Woods, Andre L.						
Current Address: 3702 Hansberry Court NE WASHINGTON, DC 20018						Cases (1) Judgments (0)
Cases						
Case Number	Style / Defendant	File Date*	Status	Location		
2022-ADH-000014	IN RE: WOODS, ANDRE L // PERS. REP: RUSSELL WOODS, LISA EC	01/05/2022	Closed	Probate - Estates		

Search by Business Name Using Smart Search

- Enter the entire business name to return search results.
 - *Enter the business name or organization in the same search field as the record (case) number or individual name.*
- Click on *Advanced Filtering Options*.
- Select *Business Name* in Advanced Filtering Options. Scroll down to get here.
- Uncheck *Sounds Like* if it's checked.
- Results depend on how the business was entered in the system.
- Examples of how one business or organization may be entered:
 - Employment Security Department
 - Employment Security Dept
 - Employment Security*
 - The * above will capture all the possible results starting with Employment Security. *Please note that the * only goes after a name, not before it.*



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Search with Advanced Filtering Options

Click on Advanced Filtering Options below the search box to search with more criteria, including:

- Attorney Name
- Business Name
- Judicial Officer
- Location
- Case Type
- Judgment Type
- Judgment Date

General Options

Filter by Location
All Locations

Filter by Search Type
Smart Search

Include

Cases

Judgments



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Case Search Criteria

Filter by Case Type ▼

Filter by Case Status ▼

Filter by File Date Start _____ Filter by File Date End _____

Filter by Judicial Officer ▼

Judgment Search Criteria

Filter by Judgment Type ▼

Filter by Judgment Date From _____ Filter by Judgment Date To _____

Submit

Party Search Criteria

Search by

Party Name Business Name Nickname Sounds Like

Filter by Gender ▼

Filter by Ethnicity ▼

Filter by FBI Number _____

Filter by SO Number _____

Filter by Booking Number _____

Select to return more results for businesses.





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Search result (case #, dates, and parties redacted):

Hearing Search Results							
Hearings for Judicial Officer Christian, Erik between 1/1/2022 and 1/5/2022							
Case Number -	Style / Defendant -	Case Type -	Date / Time -	Hearing Type -	Judge -	Courtroom -	Case Category -
2019-		Tax Civil		Pre-Trial Conference	Christian, Erik	Courtroom A-49 at 515 5th Street N.W., Washington, DC 20001	Civil
2021-		Intervention Proceeding		Status Hearing	Christian, Erik	Courtroom A-49 at 515 5th Street N.W., Washington, DC 20001	Probate
2021-		Major Litigation		Status Hearing	Christian, Erik	Courtroom A-49 at 515 5th Street N.W., Washington, DC 20001	Probate
2018-		Large Estate		Status Hearing	Christian, Erik	Courtroom A-49 at 515 5th Street N.W., Washington, DC 20001	Probate



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CASE IDENTIFIERS BEFORE OCTOBER 31, 2022

DIVISION	CASE TYPE	DOCKET ENTRIES AVAILABLE	DOCUMENT IMAGES AVAILABLE (Beginning Date of Availability)
Civil Division	Civil Actions—CA1, CA2, CA3, CAA, CAB, CAC, CAD, CAE, CAF, CAH, CAL, CAM, CAO, CAP, CAR, CAS, and CAT	✓	✓ (8/11/17)
Civil Division	Landlord and Tenant—LTB	✓	✓ (8/11/17)
Civil Division	Small Claims—SC1, SC2, SC3, SCB, and SCJ	✓	✓ (8/11/17)
Probate Division	Foreign Estate Proceedings—FEP	✓	✓ (8/11/17)
Probate Division	Large Estates—ADM	✓	✓ (8/11/17)
Probate Division	Probate Disclaimer—DIS	✓	✓ (8/11/17)
Probate Division	Probate Major Litigation—LIT	✓	✓ (8/11/17)
Probate Division	Small Estate—SEB	✓	✓ (8/11/17)
Tax Division	Tax-Civil - CVT	✓	✓ (4/1/2018)
Probate Division	Wills—WIL	✓	✓ (8/11/17)



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CASE IDENTIFIERS ON OR AFTER OCTOBER 31, 2022

DIVISION	CASE TYPE	CASE SUMMARIES* AVAILABLE	DOCUMENT IMAGES AVAILABLE** (Beginning Date of Availability)
Civil Division	Civil Actions— AA, AP, CAAF, CACC, CACL, CACO, CAED, CAFJ, CAFS, CAH, CAIFJ, CAM, CAQT, CAR, CARF, CAS, CAST, CAT, CATA, CAVF, CTO, GC, MFLC, NCVRA	✓	✓(8/11/17)
Civil Division	Landlord and Tenant— LTNT, LTR, LTPS, LTC, MFLC	✓	✓(8/11/17)
Civil Division	Small Claims—COL, CTC, ED, FJU, INS, LTD, MAL, MFLC, PDCTL, TOR, UAA	✓	✓(8/11/17)
Probate Division	Foreign Estate Proceedings—FEP	✓	✓(8/11/17)
Probate Division	Large Estates—ADM	✓	✓(8/11/17)
Office of the Auditor Master	Office of Auditor Master – AMC, AMF, AMP, AMS, AMT	✓	✓(9/1/21***)
Probate Division	Notice of Revocable Trusts - NRT	✓	✓(8/11/17)
Probate Division	Probate Disclaimer—DIS	✓	✓(8/11/17)
Probate Division	Probate Major Litigation— LIT	✓	✓(8/11/17)
Probate Division	Small Estate—SEB	✓	✓(8/11/17)
Tax Division	Tax-Civil - CVT	✓	✓(4/1/2018)
Probate Division	Wills—WIL	✓	✓(8/11/17)

*Previously called docket information

** The following are not available on Portal:

- Images marked confidential
- Sealed cases
- Sealed documents
- Civil cases with both sealed and unsealed documents
- Documents for cases involving incapacitated persons

***Cases referred before 9/1/21 but are still open will also have all images available.