Run Reports

NOTE: The Pacer 30 page billing cap does not apply to the Report feature. Be as specific as possible with your search as you will be billed for all pages generated.

Available Reports

There are four types of reports available:

- Docket Sheet – use this report when you want to view the official docket for a particular case. Enter the case number, (select the correct case, if applicable) and select Run Report. This will display the public record of all documents filed in that case.

- Civil Reports is comprised of Civil Cases and Judgment Index:

  o Civil Cases – by using the available search criteria, you can generate a list of civil cases by Office, Case Type, Nature of Suit, Cause of Action, Jurisdiction, Case Flags, Filed Date, or any combination of the above.

  o Judgment Index – searching by Case Number, Name, Judgment Date, or any combination of the above, you can generate a list of judgments that have been filed.

- Criminal Reports – by using the available search criteria, you can generate a list of criminal cases by Office, Case Type, Case Flag, Citation, Filed Date, or any combination of the above.

- Civil and Criminal Reports will yield results for Calendar Events and/or Docket Activity.

  o Calendar Events – this report can generate a listing of either all hearings/court calendar events for a designated date range or those events specific to a particular case, depending on how you populate the search criteria.

  o Docket Activity – use this report to track your filings in a particular case, or to see what you have filed during a certain date range.