State Bar Court Portal Quick Start

Access is free. There is no need to register or sign in.

How to Access the Portal

Access the portal from the <u>State Bar</u> Court homepage.

For case dockets and records, select **Search for a Case.**

- For public cases filed on or after Feb. 1, 2019, documents are available online.
- For cases filed between 2000 and Jan. 31, 2019, only some documents are available online. To request additional documents, please submit a written request.
- To request certified copies, or for additional information, please see Public Records & Information.

For calendars, select **Court Calendar** (see page 3 of this guide).

The portal will display in a new window.

Search for a Case

Use "Search for a Case" to find cases for a specific attorney, respondent, petitioner, or applicant. You can search by case number (record number), attorney, respondent, petitioner, or applicant name.

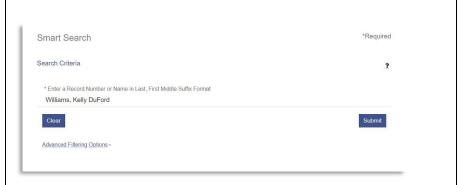




Note: At this time, the advanced filtering options are unavailable.

The name format must be **last name**, **first name**. The name must be spelled correctly.

Tip: If you are uncertain that you have the correct name, you can use the Attorney Search feature on the State Bar website, which will offer the option to include similar spellings.



If you know the case number (**Record Number**), you can enter it in the same field as a name.

Tip: For cases filed on or after Feb. 7, 2019, insert **SBC** before the case number, e.g., SBC-19-0-12345.

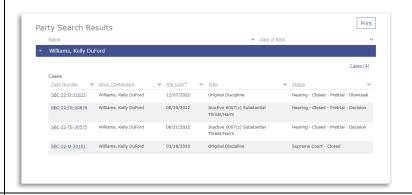
If you have a number for a recent case without SBC at the beginning, you must add it for a successful search.



Note: Hyphens are not required in the case number.

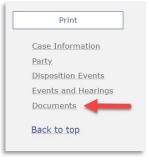
A list of cases will appear in reverse chronological order.

Tip: To view details about a specific case, click the case number. To sort results, click the column number.



On the docket page, to view specific documents, click "**Documents**" in the jump menu on the right.

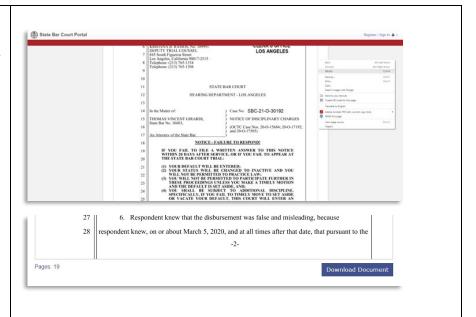
From the list that displays, select a document and wait for it to load in a second tab. The first two pages of the document will display.



To print the first two pages of the document, right-click outside of the document and click **Print** or use the **File > Print** option in your browser.

Tip: If a document is more than two pages, you must download it to print the entire document. Scroll to the bottom of the document preview and click **Download Document** to download, view, and print it in its entirety.

To return to the case, close the tab.



Search for a Court Calendar

Use "Court Calendar" to find a specific hearing or a specific judge's calendar. You can search by case number, party names, business names, names or bar numbers of the attorneys assigned to the case, courtroom, or specific judge.

To search for hearings or calendars, all fields (criteria) must be completed correctly or in conjunction with each other to yield specific results.

A list of events will appear in chronological order.

Click a case number for details about that case: Case Information, Party, Events and Hearings, and Documents.

Tip: To sort results, click the column header.

Use the **calendar icon** in the upper right corner to view court events in a calendar format (when selecting hearings by judge.)

Tip: For more details on the **Court Calendar**, please review the expanded User Guide.

