Civil or Law Cases beginning 1985 through end of 1986

Divorce Finding Aid
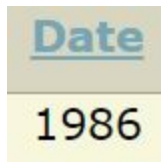
Please first complete PART I , then proceed to PART II.

PART I

The first step is seeing if your case number matches our number. In otherwords, if you believe your case number is #1234, you'll need to follow the directions below to learn the number in our system. Our "numbers" are actually a combination of letters and numbers.

Case numbers are formatted as: AABBCCCC(Year/CaseType/CaseNumber). The first two numbers AA represent the year. BB is the letter designation for the case type: Civil (CG initially then later CV), Law (L), or Civil Special Proceeding (CSP). The last four numbers CCCC are the case number.

1. For example, let's say you were looking for the 1986 civil case file #2478. First, you need to find the right year. Fortunately, all of our files are organized by year. Find the correct year you need, and then proceed to the next step.

2. Now take a look at these case numbers:

3. The first two numbers represent the year. In this example, the year will be 1986, which is exactly what we need.

86

4. In our example, the cases have the letters CG. This stands for civil cases. So far, we know we're looking at 1986 civil cases.

CG

5. The last four numbers represent the case file number. The case numbers we are looking at are #2475, #2478, #2480, #2481

86CG2475, 86CG2478, 86CG2480, 86CG2481

6. The case file we are looking for is among this group. It is 86CG2478.

86CG2478,

Part II

Now that you have the correct case number, you can now find the information we need to pull your record, following the directions below.

The Circuit Court stopped filing records in numerical order after 1986. Instead, they grouped together all case files with the same last two numbers of the case for that year. You will be seeing cases grouped together that look like this:

Date

1988   88CG0018, 88CG0118, 88CG0218,

Or like this:

Date

1989   89CSP2695-89CSP4295

To find Circuit Court cases **after 1986**, follow these steps. For our example, we will be finding case #2895 from 1989.

1. Follow steps 1-4 from the previous example

2. Look at the last four numbers of the case files below

Date	Description
1989	89CSP91-89CSP2091
1989	89CSP2191-89CSP4291
1989	89CSP92-89CSP4292
1989	89CSP93-89CSP2093
1989	89CSP2193-89CSP4293
1989	89CSP94-89CSP4294
1989	89CSP95-89CSP2595
1989	89CSP2695-89CSP4295
1989	89CSP96-89CSP2096

Look for the last two numbers that match the last two numbers of your case number. We are looking for case #2895, so the last two numbers we are looking for are 9 and 5

Date	Description
1989	89CSP91-89CSP2091
1989	89CSP2191-89CSP4291
1989	89CSP92-89CSP4292
1989	89CSP93-89CSP2093
1989	89CSP2193-89CSP4293
1989	89CSP94-89CSP4294
1989	89CSP95-89CSP2595
1989	89CSP2695-89CSP4295
1989	89CSP96-89CSP2096

There are two boxes for 1989 that have case files with case numbers ending in 95. The files are grouped by the last two numbers, however they are arranged numerically by the first two numbers.

For example, case files #89CSP2695, #89CSP2795, and #89CSP2895 are in the same box. We are searching for case file #2895, so we know it will be in the box with the file range 89CSP2695-89CSP4295.

Date	Description
1989	89CSP91-89CSP2091
1989	89CSP2191-89CSP4291
1989	89CSP92-89CSP4292
1989	89CSP93-89CSP2093
1989	89CSP2193-89CSP4293
1989	89CSP94-89CSP4294
1989	89CSP95-89CSP2595
1989	89CSP2695-89CSP4295
1989	89CSP96-89CSP2096