

## CASE SEARCH IDENTIFIERS FOR MAINE ECOURTS

The case identifier, or case number, used to access the electronic case files through eFileMaine, re:SearchMaine, and the Odyssey Portal is composed of:

1. A two- or five-letter alphabetic prefix - This represents the venue (court location) and jurisdiction
2. A two- or three-letter alphabetical code - This represents the type of action/case type
3. A four-digit numerical series - This represents the year the action was initiated
4. A five-digit number - This represents the case number in order of filing in the court where pending

The variation between alphabetical codes is dependent on when the action was initiated, and specifically whether it was before or after the “Go-Live” date listed below.

| “Go-Live” Date    | Court Location  |
|-------------------|---|
| November 16, 2020 | Business and Consumer Docket (BCD)<br>Bangor District Court<br>Penobscot Superior Court   |
| October 23, 2023  | Androscoggin Superior Court<br>Lewiston District Court  |
| April 1, 2024     | Farmington District Court<br>Franklin Superior Court<br>Oxford Superior Court<br>Rumford District Court<br>South Paris District Court |

The four codes described above are separated by dashes:

[COURT LOCATION PREFIX]-[CASE TYPE CODE]-[NUMERICAL YEAR]-[CASE NUMBER]

**PLEASE NOTE: It is NOT necessary to use upper case letters or dashes when performing a search.** However, if any dashes are used, the system will require that *all* dashes are used.

### 1. ALPHABETIC PREFIX - VENUE AND JURISDICTION

The alphabetic prefix representing the court will differ for Superior Court Civil/Real Estate matters depending on the date the action was initiated and where. See the table below.

The alphabetical prefix for all District Court matters remains the same as those assigned prior to the “Go-Live” date.

Superior Court Civil/Real Estate Actions - Alphabetical Prefix

| <b>Date of Case Initiation</b> | <b>Superior Court Location</b> | <b>Alphabetical Prefix</b> |
|--------------------------------|--------------------------------|----------------------------|
| On or before November 15, 2020 | Business and Consumer Docket   | BCD                        |
| On or after November 16, 2020  | Business and Consumer Docket   | BCD                        |
| On or before November 15, 2020 | Penobscot Superior Court       | BANSC                      |
| On or after November 16, 2020  | Penobscot Superior Court       | PENSC                      |
| On or before October 22, 2024  | Androscoggin Superior Court    | AUBSC                      |
| On or after October 23, 2024   | Androscoggin Superior Court    | ANDSC                      |
| On or before March 29, 2024    | Franklin Superior Court        | FARSC                      |
| On or after April 1, 2024      | Franklin Superior Court        | FRASC                      |
| On or before March 29, 2024    | Oxford Superior Court          | SOPSC                      |
| On or after April 1, 2024      | Oxford Superior Court          | OXFSC                      |

District Court Actions - Alphabetical Prefix

| <b>Date of Case Initiation</b> | <b>District Court Location</b> | <b>Alphabetical Prefix</b> |
|--------------------------------|--------------------------------|----------------------------|
| Any                            | Bangor District Court          | BANDC                      |
| Any                            | Business and Consumer Docket   | BCD                        |
| Any                            | Farmington District Court      | FARDC                      |
| Any                            | Lewiston District Court        | LEWDC                      |
| Any                            | Rumford District Court         | RUMDC                      |
| Any                            | South Paris District Court     | SOPDC                      |

**2. ALPHABETICAL CODE - TYPE OF ACTION/CASE TYPE**

The alphabetical prefix is followed by an alphabetic code that represents the case type. This is either two- or three-letters, depending on the date the case was initiated. Cases initiated prior to the “Go-Live” date listed below have five-letter code, while cases initiated after the “Go-Live” date have a seven-letter code.

Case type codes assigned prior to “Go-Live” are generic codes, while case type codes assigned after “Go-Live” are more specific to the type of action.

Case Type Code for Cases Initiated **Before** “Go-Live” Date

| <b>Case Type</b>   | <b>Case Type Code</b> |
|--|-----------------------|
| 80B, 80C, and District Court Appeals to Superior Court                                     | AP                    |
| Child Protection   | PC                    |
| Civil  | CV                    |
| Real Estate  | RE                    |
| Small Claims   | SC                    |
| Special Actions (Forcible Entry and Detainer, Personal Property Recovery, Money Judgments) | SA                    |
| Family   | FM                    |
| Mental Health  | MH                    |

Case Codes for Actions Initiated **On or After** “Go-Live” Date

| <b>Case Type</b>                                   | <b>Case Type Code</b> |
|--|-----------------------|
| 80B, 80C, District Court Appeals to Superior Court | APP                   |
| Adoption   | ADP                   |
| Child Protection                                   | CPC                   |
| Civil  | CIV                   |
| Divorce with Children                              | DWC                   |
| Divorce without Children                           | DIV                   |
| Emancipation                                       | EMN                   |
| Forcible Entry and Detainer (Eviction)             | FED                   |
| Guardianship                                       | GSP                   |
| Grandparents’ Rights                               | GPR                   |
| Judicial Separation                                | JDS                   |
| Mental Health                                      | MTH                   |
| Minor Name Change                                  | MNC                   |

|                                    |     |
|------------------------------------|-----|
| Money Judgments                    | MNJ |
| Other Family Matters               | OFM |
| Parental Rights & Responsibilities | PRR |
| Parentage                          | PAR |
| Real Estate                        | REA |
| Register Foreign Judgment (Family) | RFJ |
| Small Claims                       | SMC |

**3. 4-DIGIT NUMERICAL SERIES - YEAR OF CASE INITIATION**

The two- or three-digit case type code is followed by the 4-digit number representing the year the case was initiated in the court it is pending. All four digits of the year must be entered.

**4. 5-DIGIT NUMBER - CASE NUMBER IN ORDER OF FILING**

This represents the case number in order of filing in the court where it is pending.

The system does not require the entry of preceding zeros in case numbers of four (4) or fewer digits. For example, case number LEWDC-SMC-2022-00001 will be retrieved if entered in this format: lewdcsmc20221.

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