



What is Court Services Online?

Court Services Online:

- Court services on the internet
- Civil cases
- All court registries in BC

Welcome to the presentation **Overview of Court Services Online**.

If you are going to court on your own in a civil matter, or if you are doing part of the work yourself, you may need access to court records.

Court Services Online provides court services on the Internet.

The e-search services of Court Services Online gives you access to court records for civil cases in all court registries in BC. For example you can search for court listings in the New Westminster Law Courts.



What is Court Services Online?

Use e-search to:

- Search for and find a court file
- Print a summary of your search
- Order a court document

Using e-search you can

- Search for and find court files you need
- Print a summary of your search
- Select which documents you would like to order AND
- Have the documents faxed or mailed to you

To assist you in using this service the Law Courts Education society has created a series of multimedia presentations. This presentation will give you an overview of Court Services Online. It will cover topics such as:

- what information you can find
- what information you can get copies of
- and the cost of the service

The next presentation **Using E-Search** –which is broken into 6 parts - describes how to use the service.

At the end of this presentation you can either return to the main webpage or link to the next presentation.



What are the benefits?

- Court information on your screen
- Saves time
- Is convenient

Using Court Services Online is like having court records available in your own home.

You don't have to go to the court registry to find the file or to get a copy of a document in a civil case.

Using Court Services Online can save you time and is convenient.



What can I search for? Court Records

Information about a civil case in:

- Small Claims Court
- Supreme Court of British Columbia
- Court of Appeal of British Columbia

You can do an online search of court records for information about a civil case in
Small Claims Court
the Supreme Court of BC
the Court of Appeal of BC



What can I search for? Daily Court Lists

Free access to daily court listings
in:

- Small Claims Court
- Supreme Court of British Columbia
- Court of Appeal of British Columbia
[Chambers]

You have free access to the daily court lists. You can see the lists for all matters scheduled that day

In Small Claims Court

In Chambers Hearings in the Supreme Court of BC

In the Court of Appeal of BC



What can I search for? Court Documents

- You have the option to purchase copies of the documents online

You also have the option to purchase copies of court documents online.



What information can I obtain?

E-search will give you:

- The file number
- The name of the registry
- The type of the file
- The date the file was opened
- The names of the parties in the case

When you look up a case you can see the court file information. E-search of a court file will give you

- The file number
- The name of the registry
- The type of file
- The date the file was opened
- The names of the parties in the case



What information can I obtain?

E-search will give you:

- The names and telephone numbers of the lawyers appearing in the case may be included in the file details
- A list of key documents filed
- A list of the key documents filed
- Hearing dates
- Results of the case
- Terms of the order

- The names and telephone numbers of the lawyers appearing in the case may be included in the file details if they have been entered. If you need this information you can still retrieve it at the court registry.
- The list of key documents filed
 - Supporting documents such as affidavits may not be listed here but they can be obtained at the registry.
- Hearing dates
- Results of the case
- Terms of the order



Can I see all the files?

No access to:

- Provincial Court family court matters
- Supreme Court adoption matters

Limited access* to:

- Supreme Court family matters
- Any file with an order restricting access

*Limited access = file number, name of parties in case, date opened

Some files are protected for reasons of privacy.

There is no access to

- Provincial Court family court matters
- Supreme Court adoption matters.

There is limited access to

- Supreme Court family matters
- Any Supreme Court or Provincial Court file with an order restricting access

Limited access means you that you can see the file number, the style of cause; and the date the file was opened



How far back does e-search go?

Small Claims:

- to 1989, all registries

Supreme Court:

- to 1989 for most registries
- Victoria registry, to 2002

Court of Appeal:

- to 2004
- Basic information for earlier cases: file number, names of parties, date opened

For Small Claims

E-search goes back to 1989 for all court registries in BC.

For Supreme Court

E-search goes back to 1989 for most registries. For Victoria it goes back to 2002.

For Court of Appeal

E-search goes back to 2004. But you can get some basic information for cases opened before 2004, such as file number, the names of the parties in the case and the date the file was opened.



Can I get a copy?

You can also get:

- A summary of the court file you have viewed directly from the site
- A copy of the document sent to you by fax or by mail

There are extra charge for these additional services

When you view the court record on the screen, you may wish to have copies. You can get

- a summary of the court file information you view
- a copy of the document sent to you by fax or by mail



How much does e-search cost?

Access to daily court lists	No charge
Access to court record information	\$6
Optional file summary of the report	\$6
Copy of a document delivered by fax or email	\$10 per document

The costs for e-search are as follows

- Access to daily court lists: no charge
- Access to court record information \$6
- Optional file summary of the report: \$6
- Copy of a document delivered by fax or email: \$10 per document



Accessing files at the registry

Party to a case	No charge
Not involved in the case	\$6
Copies of documents	\$1/page
Copies of documents via E-search	\$10 per document

You should also be aware that if you are party to a case there is no cost for accessing your file at the registry. However if you are interested in a case and are not directly involved yourself, there is an \$8 fee to access the file at the registry.

You should also note that if you want to get a copy of the document at the registry, they will charge you \$1 per page, whereas e-search is a flat \$10 fee regardless of the size of the document.



Where can I find more information?

Civil Law Section of the Law Courts Education Society's [website](#)

The next presentation, *Using e-search*, explains the steps you follow to search a court record. You can find that and other self-help information in the Civil Law section of Self-Help, on the Law Courts Education Society website.