



How to Search Court Records Online

*MPA Remote is the public, online version of the
Minnesota Court Information System (MNCIS)*

NOTICE: Information in *MPA Remote* is **not** considered the official court record. Some case information is only available at the courthouse. Please **do not** rely on *MPA Remote* for background checks. Criminal background checks should be done at the MN Bureau of Criminal Apprehension. Access their online system at <https://cch.state.mn.us>.

1. Type www.mncourts.gov/publicaccess into the address bar of your internet web browser.
2. Read the “**Acknowledgement**” information on that webpage. If you agree to the terms, go to the bottom of the page and click .
3. The next screen you see is the **online records search tool** called *MPA Remote*. **NOTE:** Not all records can be seen online; the law says some records must be kept confidential and some records can only be available at the courthouse.
4. In the middle of the screen you see **Case Records** and below that are links to search for a **type of record, judgments, or court calendars**. You also see a drop-down arrow to search for records **by Location**. If you leave it set at “**All MNCIS Sites- Case Search**” you will search court records in all Counties.

A screenshot of the 'Case Records' search interface. At the top, it says 'Case Records' in a grey box. Below that is a 'Select a location' dropdown menu with 'All MNCIS Sites - Case Search' selected. Underneath are four blue links: 'Criminal/Traffic/Petty Case Records', 'Civil, Family & Probate Case Records', 'Judgments Search', and 'Court Calendar'.
5. After you choose the type of record you want to search and the location, you get a screen where you search **by Case Details** (e.g., name of party, attorney, case file number, etc.). There is a **security code** at the top of the screen that you must type into the box on the screen before you can complete the search. **NOTE:** If the code is hard to read, you can click the  button to get a new code.
6. After you enter your case details, click on at the bottom of the webpage.
7. If there is a court record that has the details you entered and the rules allow the record to be seen online, it should be listed on the screen. To see detailed information for a specific case in the list, click on the link in the **Case Number** column, which will open the “**Register of Actions**” for that case.