



Criminal Search Warrant Filing Information

Overview

When a search warrant needs to be filed with court administration, the documents must be eFiled into the appropriate administrative file. District courts will periodically create separate search warrant administrative files: a public file for adult criminal search warrants; a confidential file for search warrants with a juvenile subject (Minn. R. Juv. Del. P. 4.01); and a sealed file for warrants issued under chapter 626A and sections 626.085 and 626.19 that are required to be maintained under seal.

Criminal Search Warrants Public Administrative File Numbers

The [Criminal Search Warrants: Public Administrative File Numbers](#) document includes the list of file numbers that law enforcement agencies must use when filing executed and unexecuted public adult criminal search warrants. A [sample Cover Sheet for Non Public Documents Form 11.2](#), which is required by Minn. Gen. R. Prac. 11.08 for use with search warrants that contain restricted identifiers, is available for use if needed. For confidential juvenile or sealed administrative file numbers, please contact the local court as directed.

When eFiling search warrants:

- File the documents in the county that issued the warrant. Minn. Stat. § 626.15.
- Use the filing code “Search Warrant” for adult criminal and juvenile warrants.
- File the application and inventory with the warrant as one document, not as separate documents.
- Use the filing code “Cover Sheet for Non Public Documents Form 11.2” when filing the cover sheet as required under Minn. Gen. R. Prac. 11.08. File the cover sheet as a separate document.

For chapter 626A, section 626.085, and section 626.19 warrants:

- Use the filing code “Pen Register/Trap and Trace/Mobile Tracking” only for chapter 626A, section 626.085, and section 626.19 warrants, and only when filing them into the sealed administrative file.
- Use the filing code “Search Warrant” if any of these warrants are filed into the public or confidential files (e.g. the seal period has expired, a criminal proceeding utilizing evidence obtained in or as a result of the search has commenced, and/or the objective of the warrant has been accomplished).