



# Colorado Courts E-Filing

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## NEW CASES

|      |   |         |
|------|---|---------|
| 2017 | ⇒ | 226,742 |
| 2016 | ⇒ | 207,901 |
| 2015 | ⇒ | 193,746 |

## MULTIPLE SCREEN VIEWING TIP

Right click on any menu item in CCE and select **Open in a New Tab**. Your original screen is saved while other information in the new tab is viewed. Multiple screens can be opened in this manner.

## DOCUMENTS INTO NEW AND EXISTING CASES

|      |   |           |
|------|---|-----------|
| 2017 | ⇒ | 3,733,218 |
| 2016 | ⇒ | 3,303,514 |
| 2015 | ⇒ | 2,980,558 |

## E-FILING TIP

**Purchase Details** in the Billing Information section of the CCE Review and Submit screen displays all filing fee information.

Be sure to review this information before pressing the **Submit** button. If you do not agree with the charges or need assistance, please send an email to: [efilingsupport@judicial.state.co.us](mailto:efilingsupport@judicial.state.co.us) or call 720-625-5670.

## CUSTOMER SUPPORT CALLS AND EMAIL

In 2017, Customer Support Technicians answered more than 23,093 customer support calls and responded to 30,877 email inquires.





# Colorado Courts E-Filing

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## NEW E-FILING EVENT CODES

### **ANXC** – Answer to Cross Claim

This event code is available in the S, C, and CV case classes and defaults to a security status of Public.

When filed through CCE there is a statutory filing fee attached to County Civil (**C**) cases of \$96.00 and a statutory filing fee attached to District Civil (**CV**) cases of \$376.00

### **PSMC** – Petition to Seal Marijuana Conviction

This event code is used for new district court filings under §24-72-710 Sealing of Criminal Conviction records information for misdemeanor offenses involving possession or use of marijuana. There is a filing fee of \$289 attached to this filing.

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## CASE HISTORY ACCESS

E-filing customers can search any case for free. If case access is requested by a non-case party, there is a \$10 charge that will be assessed. After agreeing to purchase a case, free access to the case will continue for 14 days. You should not agree to the \$10 case access fee if you do not want to pay for case access or do not feel like you should be charged. Please contact customer support if you need some help with this. 720-625-5670



## PRINT AND MAIL FEES



Each time a user e-files into a case and chooses the print and mail service, the system advises the user of any charges on the *Review and Submit* screen. The system is very transparent with all charges. It is important for all users, both private and government to understand that if US Mail fees are charged and display on the *Review and Submit* screen, the total charges will be included on the organization's monthly invoice billing statement. US Mail fees are non-refundable.

If you have any questions about fee amounts displaying on the *Review and Submit* screen, please contact customer support at 720-625-5670.

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# Colorado Courts E-Filing

## FAQS

- Q.** How often does my password expire?
- A.** Colorado Courts E-filing (CCE) passwords expire every 90 days.
- Q.** I received an inactivity email. What should I do?
- A.** If you received an inactivity email, please login to CCE and change your password.
- Q.** My account was disabled due to inactivity. How can I fix it?
- A.** Your local administrator can reset your account or contact customer support at 720-625-5670 and ask to have your account reinstated.
- Q.** I login to CCE every month and pay our bill. Why did I get an inactivity email?
- A.** CCE and the billing system are currently two separate systems. In order to keep your account active, please login to the CCE application. There is a billing link located under both the Administrator and Resources tabs.



**TIP:** In order to provide you with the best experience, IT support recommends that you update to the latest versions of your browser. Access links for the latest downloads are located by clicking on the Website Requirements link located in the footer of every E-Filing screen.

### Sections

- Budget
- Meeting Minutes
- Organizational Materials
- Advisory Committee
- Training
- Pilot
- Release Notes
- Newsletters
- User Community

## E-FILING INFORMATION

Click the E-Filing link below to access a variety of information about Colorado Courts E-Filing. On the E-Filing page, choose a topic from the menu on the left. [E-Filing](#)

## TRAINING MANUAL FOR ATTORNEYS

Click the link below to view the most up to date version of the E-Filing Training Manual for Attorneys. The updated manual includes instructions with screen shots for E-Filing in trial court cases and appeals cases.

[Training Manual](#)



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## SUPPORT HOURS (ALL TIMES MST)

Weekdays (Monday-Friday): Live filing support 7:00 a.m. to 10:00 p.m.

Weekends (Saturday-Sunday): E-mail and voicemail messages will be returned within 24 hours.

*\*Please note, we have customer support staff on-call and monitoring the system 24/7, 365 days*

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