QUERY MENU

Introduction

Registered e-filers should use the query feature to search the ECF system for specific case information. To enter the query mode, click **Query** on the main menu bar of ECF.

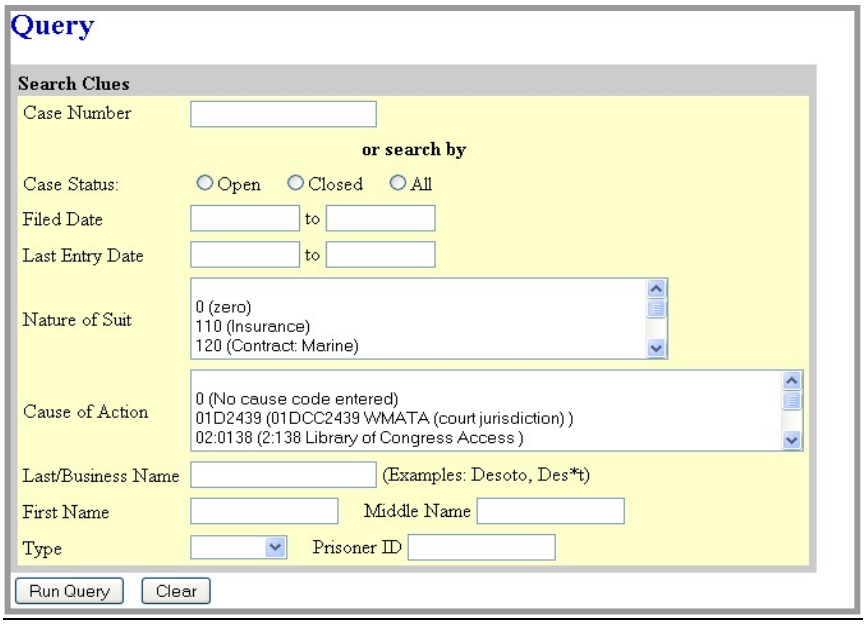
Note: Effective October 7, 2019, your PACER account will be your login for ECF NextGen, therefore you must have your own individual and updated PACER account to electronically file and view documents. Shared firm accounts will no longer be permitted for e-filing. PACER fees remain in effect for retrieving, viewing, and printing most documents. Please see our website for more information: https://www.dcd.uscourts.gov/news/nextgen-cmecf-information-e-filers

Selecting a Case or Party to Query

ECF opens a **Query** data entry screen as shown in Figure 1. Queries can be run by entering a case number or any combination of the following: Case Status, Filed Date, Last Entry Date, Nature of Suit, Cause of Action, Last/Business Name, First Name, Middle Name, Type, Prisoner ID.

If you know the number that the Court has assigned to the case, enter it in the ***Case Number*** field and click **[Run Query]**. ECF opens the **Query** screen shown in Figure 3.

Figure 1



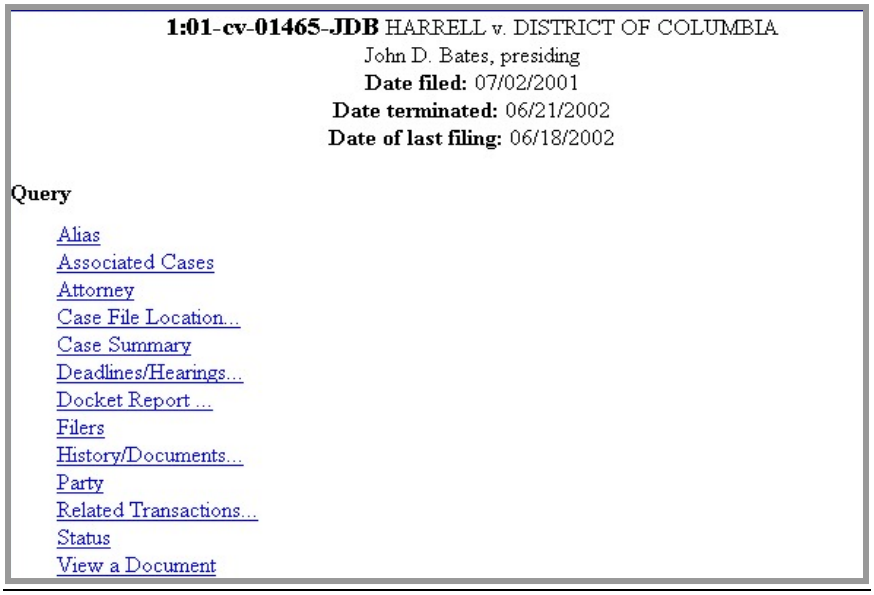
Also, you may query the ECF database by the name of a party or an attorney in the case. Enter the name of the party in the ***Last/Business Name*** field in Figure 11. If more than one party with that name is in the database, ECF returns a screen from which to select the correct name (Figure 2).

When you click on the name of the party (Figure 2), ECF will open the **Query** screen shown in Figure 3. If the individual is a party to more than one case, ECF will show a listing of all the party's cases. Click the case number hyperlink and ECF opens the **Query** screen shown in Figure 3.

Figure 2

After querying the database by case number or by name, ECF opens the **Query** window for the specific case you selected (Figure 3). (**Note:** Appropriate PACER charges apply).

Figure 3



At the top of the query window, ECF displays the case number, case caption, presiding judge, date that the initial claim was filed, and date of the last filing for the case. You may choose specific case information from a large list of query options by clicking on the appropriate link. The following paragraphs describe some of the available case-specific query options.

Attorney

Selecting **Attorney** displays the names, addresses, and telephone numbers of the attorneys who represent each of the parties in the case.

Case Summary

Selecting **Case Summary** provides a summary of current case-specific information as represented in Figure 4.

Figure 4

1:01-cv-01465-JDB HARRELL v. DISTRICT OF COLUMBIA
John D. Bates, presiding
Date filed: 07/02/2001
Date terminated: 06/21/2002
Date of last filing: 06/18/2002

Case Summary

Office: Washington, DC	**Filed:** 07/02/2001
Jury Demand: Both	**Demand:**
Nature of Suit: 442	**Cause:** 28:1983 Civil Rights
Jurisdiction: Federal Question	**Disposition:** Dismissed - Other
County: 11001	**Terminated:** 06/21/2002
Origin: 1	**Reopened:**
Lead Case:	None
Related Case:	None **Other Court Case:** None
Def Custody Status:	
Flags: CLOSED, JURY, TYPE-H	

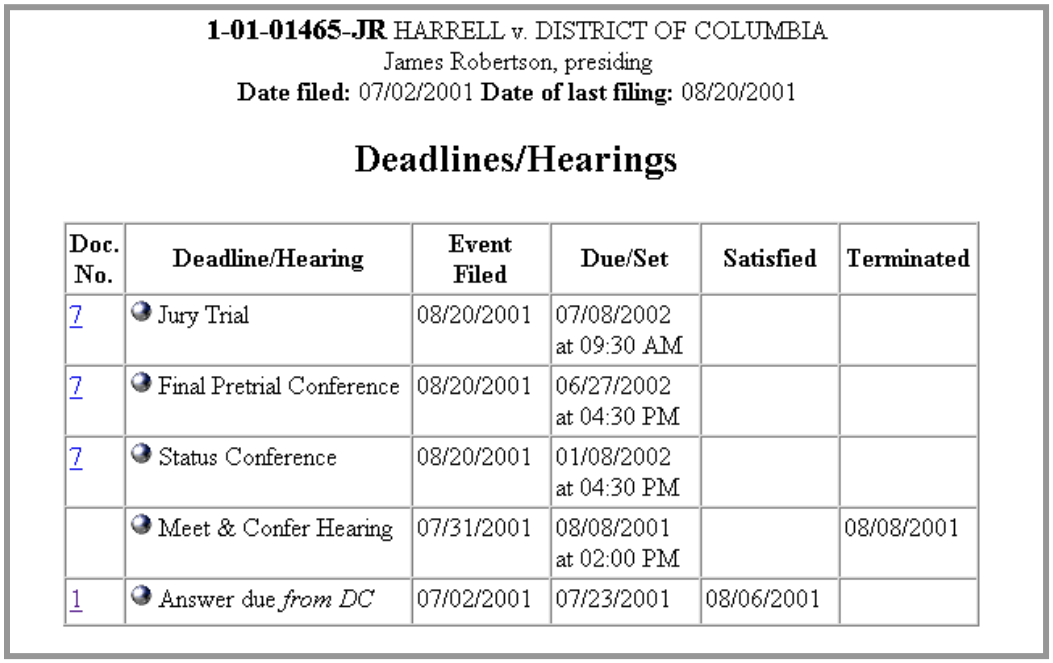
Plaintiff: WAYNE HARRELL	**represented by** Daniel Mark Krainin	**Phone:**(212) 702-5417 **Fax:** (212) 702-5450 **Email:** dkrainin_bdlaw.com@example.com
Plaintiff: WAYNE HARRELL	**represented by** Ruth Ann Lowery	**Phone:**(301) 713-9671 **Fax:** (301)713-0658 **Email:** RuthAnn.Lowery_noaa.gov@example.com
Plaintiff: WAYNE HARRELL	**represented by** Fred Roy Wagner	**Phone:**(202) 789-6041 **Fax:** (202) 789-6190 **Email:** fwagner_bdlaw.com@example.com
Defendant: DISTRICT OF COLUMBIA	**represented by** David A. Jackson	**Phone:**(202) 724-6618 **Fax:** (202) 724-3526 **Email:** davida.jackson_dc.gov@example.com

Deadlines/Hearings

Selecting **Deadlines/Hearings** produces a screen (Figure 5) that allows you to query the database by various means to obtain hearing and other schedule deadlines. If you query as illustrated below, ECF opens the **Deadline/Hearings** screen shown in Figure 6.

Figure 5

Figure 6



1-01-01465-JR HARRELL v. DISTRICT OF COLUMBIA
James Robertson, presiding
Date filed: 07/02/2001 **Date of last filing:** 08/20/2001

Deadlines/Hearings

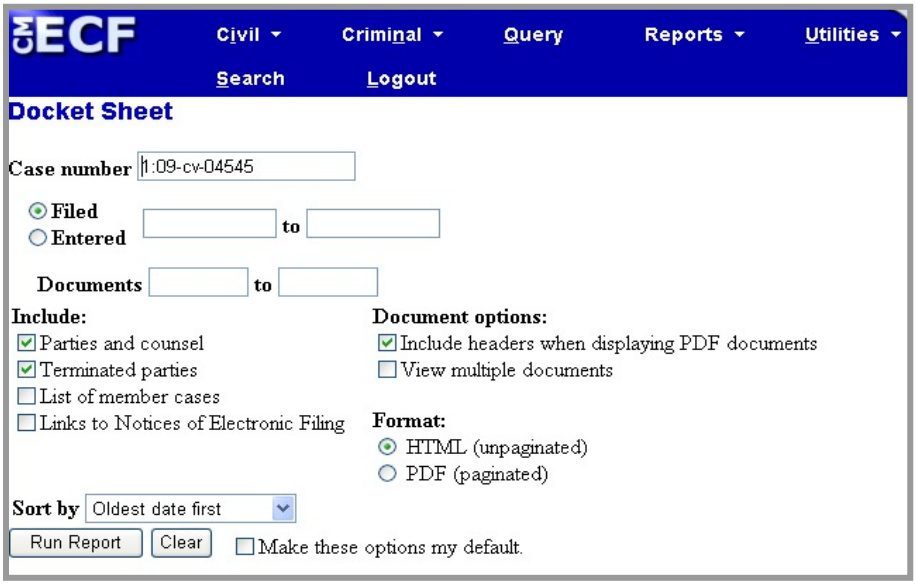
Doc. No.	Deadline/Hearing	Event Filed	Due/Set	Satisfied	Terminated
7	Jury Trial	08/20/2001	07/08/2002 at 09:30 AM		
7	Final Pretrial Conference	08/20/2001	06/27/2002 at 04:30 PM		
7	Status Conference	08/20/2001	01/08/2002 at 04:30 PM		
	Meet & Confer Hearing	07/31/2001	08/08/2001 at 02:00 PM		08/08/2001
1	Answer due *from DC*	07/02/2001	07/23/2001	08/06/2001	

After the **Deadlines/Hearings** window opens, clicking on a document number will display the actual Scheduling Order setting the conference or hearing. If you click on the round button to the left of the Deadline/Hearing title, ECF will display the docket information and related docket entries for the hearing that you selected.

Docket Report

Selecting **Docket Report** opens the **Docket Sheet** screen as shown in Figure 7.

Figure 7



You may select a date range for your docketing report as well as a range of docketing numbers. If you leave the range fields blank, ECF will default to display the entire docket report. Place a checkmark in the box to **Include links to Notice of Electronic Filing** if you wish to view them from the docket sheet. After you have selected the parameters for your report, click **[Run Report]**. ECF will run your custom docket report and display it as shown in Figure 8.

Figure 8

U.S. District Court
District of Columbia (Washington, DC)
CIVIL DOCKET FOR CASE #: 1:01-cv-01528-EGS

THOMPSON v. THE CAPITOL POLICE BOARD
Assigned to: Judge Emmet G. Sullivan
Cause: 42:1983 Civil Rights (Employment Discrimination)

Date Filed: 07/12/2001
Date Terminated: 02/28/2002
Jury Demand: Plaintiff
Nature of Suit: 442 Civil Rights: Jobs
Jurisdiction: U.S. Government Defendant

Plaintiff
KENNIETH F. THOMPSON

represented by **Lolita James Martin**
METROPOLITAIN WASHINGTON COUNSEL
888 16th Street, NW
Suite 250
Washington, DC 20006
(202) 974-8149
Fax: (202) 974-8152
Email: lolitajmartin_yahoo.com@example.com
LEAD ATTORNEY
ATTORNEY TO BE NOTICED

V.

Defendant
CAPITOL POLICE BOARD

Date Filed	#	Docket Text
07/12/2001	1	COMPLAINT against THE CAPITOL POLICE BOARD (Filing fee $150). Filed by KENNIETH F. THOMPSON. (mjk,) (Entered: 07/25/2001)
07/12/2001		SUMMONS Not Issued as to THE CAPITOL POLICE BOARD (mjk,) (Entered: 07/25/2001)
08/02/2001	2	PRELIMINARY ELECTRONIC CASE FILING ORDER . Signed by Judge Emmet G. Sullivan on August 2, 2001. (adc,) (Entered: 08/02/2001)
08/02/2001	3	PRELIMINARY ELECTRONIC CASE FILING ORDER . Signed by Judge Emmet G. Sullivan on August 2, 2001. (GK,) Modified on 8/2/2001 (GK,)(Order entered twice-parties can disregard this order). (Entered: 08/02/2001)
12/18/2001	4	ORDER to show cause why this case should not be dismissed for failure to prosecute.Signed by Judge Emmet G. Sullivan on 12/18/01. (lcegs2,) (Entered: 12/18/2001)
02/28/2002	5	ORDER dismissing case without prejudice for failure to prosecute.Signed by Judge Emmet G. Sullivan on 2/28/2002. (lcegs2,) (Entered: 02/28/2002)

The document numbers in the middle column of Figure 8 are hyperlinks to official documents in PDF format. The round button next to the document number displays the **NEF** for the document.

History/Documents

Selecting **History/Documents** queries the database for case event history and documents associated with the case. ECF will open the screen shown in Figure 9. You may select the sort order for the query report and choose to exhibit all events or only those with documents attached. ECF also offers you the option of displaying the docket text in the report.

Figure 9

After making your selections, click **[Run Query]**. ECF queries the database and builds your report. Figure 10 shows a portion of a **History/Documents** report. This particular report lists all of the events and documents associated with the case in chronological order. If a checkmark is added to the "Display docket text" box, the report also displays the full docket text for each event.

Figure 10

1:01-cv-01465-JDB HARRELL v. DISTRICT OF COLUMBIA
John D. Bates, presiding
Date filed: 07/02/2001
Date terminated: 06/21/2002
Date of last filing: 06/18/2002

History

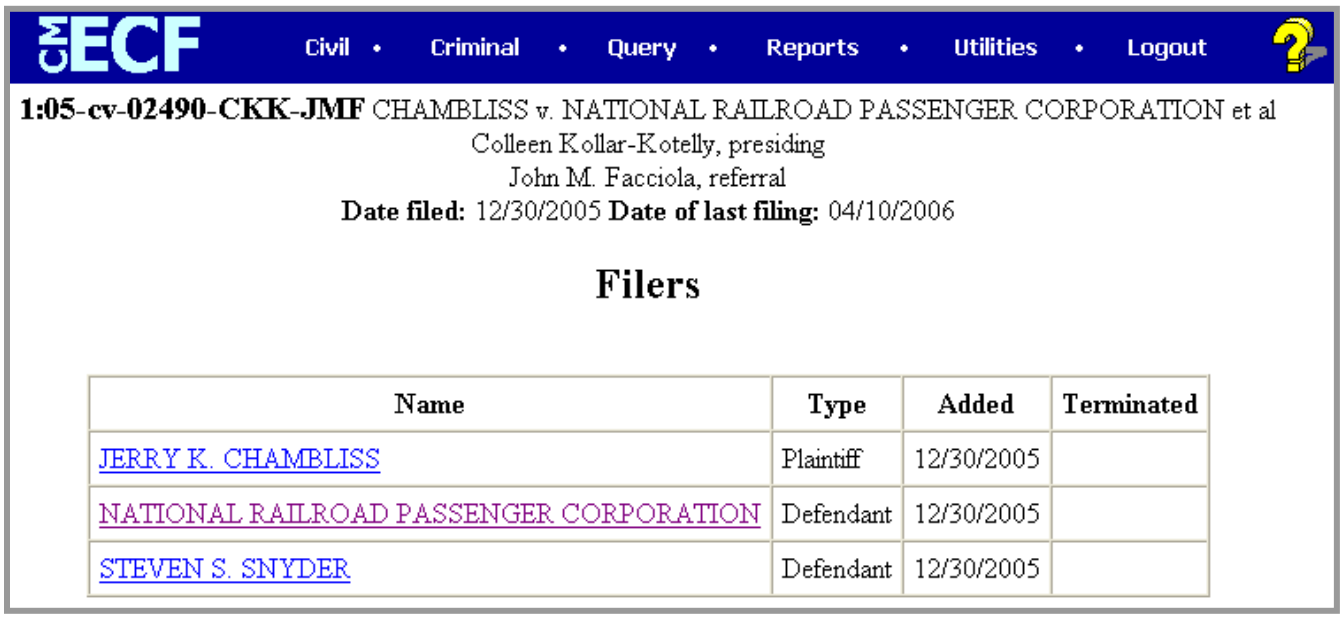
Doc. No.	Dates	Description
	Filed: 07/02/2001 *Entered:* 08/06/2001	Summons Issued
	Docket Text: SUMMONS (2) Issued as to DISTRICT OF COLUMBIA (jeb,)	
1	*Filed:* 07/02/2001 *Entered:* 08/06/2001	Complaint
	Docket Text: COMPLAINT against DISTRICT OF COLUMBIA (Filing fee $150). Filed by WAYNE HARRELL. (Attachments: # (1) Exhibit attachment)(jeb,)	
2	*Filed:* 07/11/2001 *Entered:* 08/06/2001	Order
	Docket Text: ORDER establishing procedures for electronic filing. Signed by Judge James Robertson on July 11, 2001. (MT,) (jeb,)	
3	*Filed:* 07/16/2001 *Entered:* 08/06/2001	Summons Returned Executed
	Docket Text: RETURN OF SERVICE/AFFIDAVIT of Summons and Complaint Executed. DISTRICT OF COLUMBIA served on 7/2/2001, answer due 7/23/2001 (jeb,)	
4	*Filed:* 07/16/2001 *Entered:* 08/06/2001	Summons Returned Executed
	Docket Text: RETURN OF SERVICE/AFFIDAVIT of Summons and Complaint Executed. DISTRICT OF COLUMBIA served on 7/2/2001, answer due 7/23/2001 (jeb,)	
5	*Filed:* 07/19/2001 *Entered:* 08/06/2001	Answer to Complaint
	Docket Text: ANSWER to Complaint by DISTRICT OF COLUMBIA. (jeb,)	
	Filed & Entered: 07/31/2001	Calendar Entry
	Docket Text: Calendar Entry, Set/Reset Hearings: Meet and Confer Hearing set for 8/8/2001 02:00 PM before Judge James Robertson in chambers. (mlp,)	
	Filed & Entered: 08/08/2001	Meet and Confer Hearing
	Docket Text: Minute Entry: Meet and Confer Hearing held on 8/8/2001 before Judge James Robertson in chambers. (Not reported) (mlp,)	
6	*Filed & Entered:* 08/20/2001	Meet and Confer Statement
	Docket Text: MEET AND CONFER STATEMENT. (Lowery, Ruth)	
7	*Filed & Entered:* 08/20/2001	Scheduling Order
	Docket Text: SCHEDULING ORDER: Final pretrial conference set for 6/27/2002 at 4:30 PM; jury trial set for 7/8/2002 at 9:30 AM; status conference set for 1/8/2002 at 4:30 I	

You may view a PDF file of the actual document(s) by clicking on the document number in the far left column of the report.

Filers

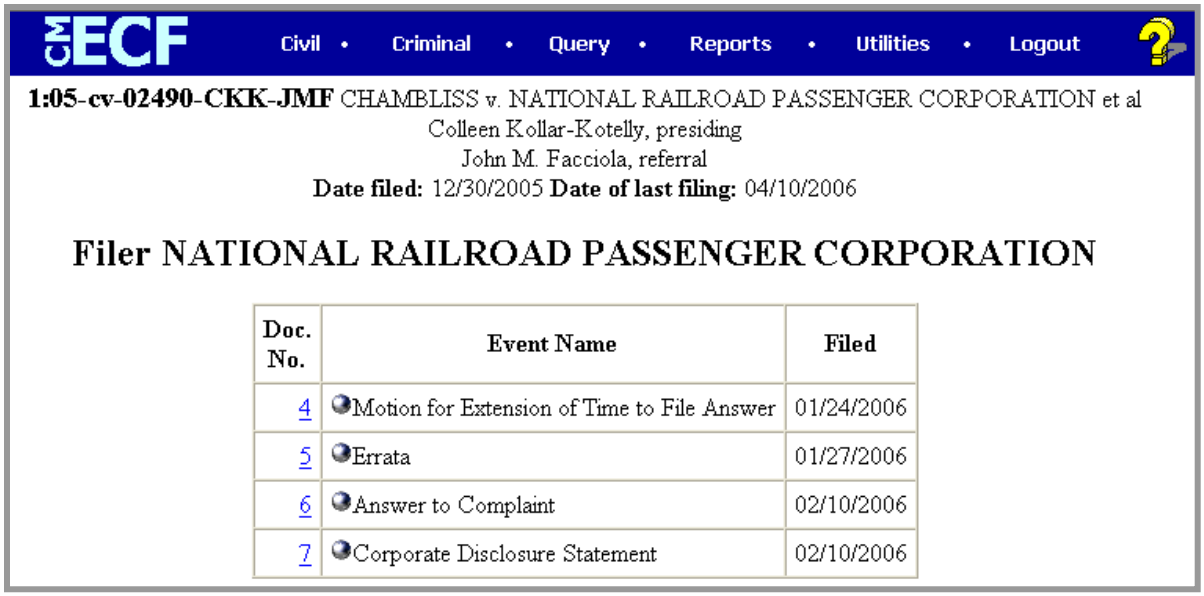
Selecting **Filers** will return a screen (Figure 11) that allows a query of filings made by a particular party. For instance, if the user clicks on the hyperlink for NATIONAL RAILROAD PASSENGER CORPORATION, a screen will appear showing all docket entries pertaining to this party (Figure 12).

Figure 11



Click the number hyperlink of the individual filing (Figure 12) to view the document associated with that docket entry.

Figure 12



Related Transactions

Selecting **Related Transactions** allows you to view all related transactions regarding a single filing. You should select both the pending and terminated options on the **Related Transactions** screen (Figure 13) to get a complete list of related filings (Figure 14).

Figure 13

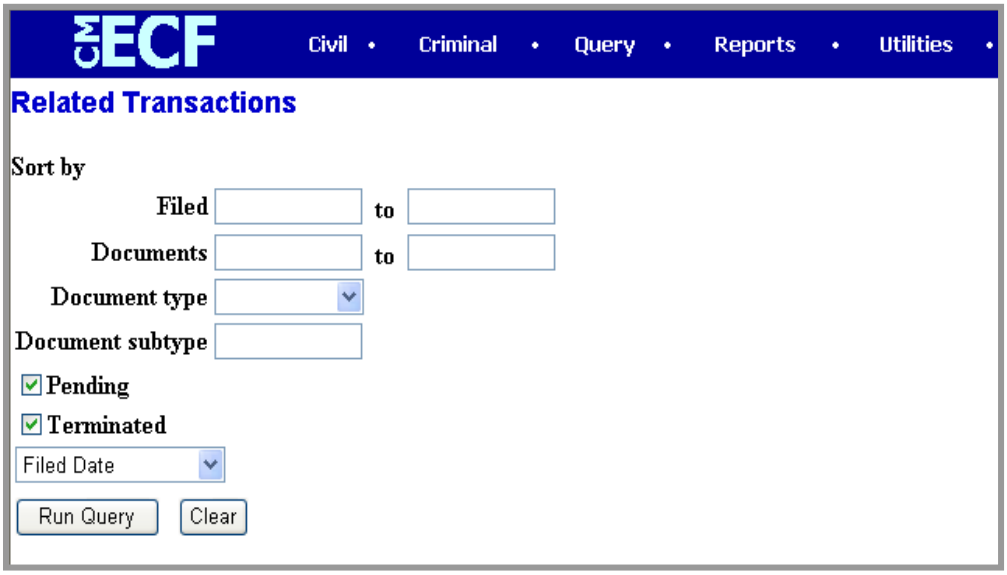
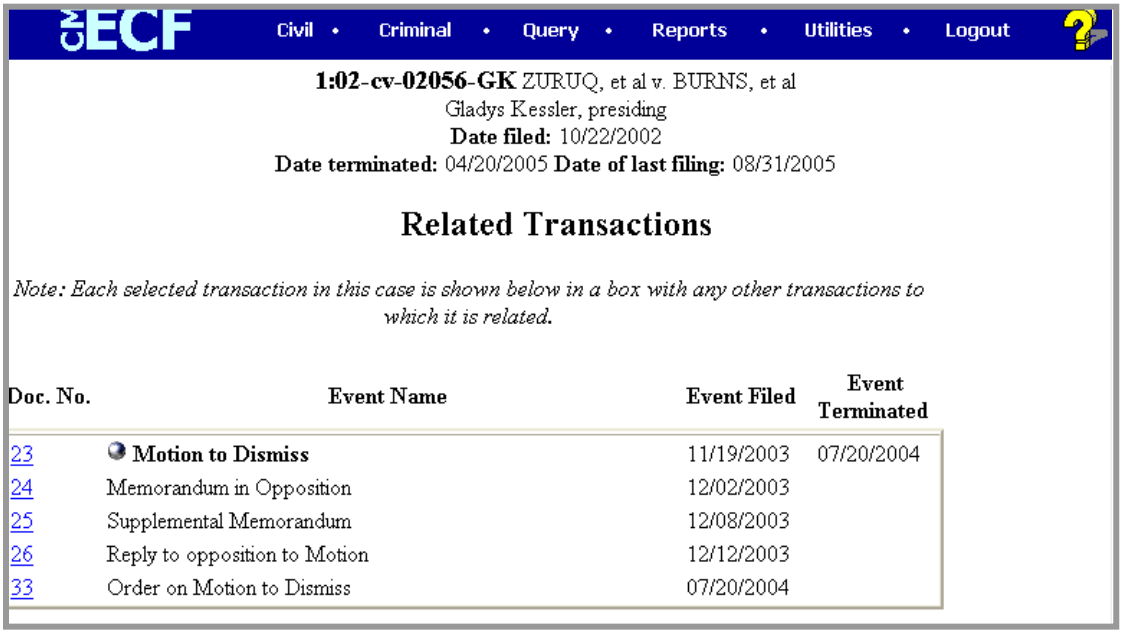


Figure 14



Other Queries

All other queries in the **Query** feature of ECF work similarly to those described previously.