

## SEARCHING FOR EVENTS

If unsure of which event to use when filing a document, use the **Search** feature.



If unable to find the correct event, please contact the Clerk's Office Help Desk for assistance at **(313) 234-5000**.

## INSTRUCTIONS

**Step 1:** Click **Search** and enter a keyword.

For example, to find the event to file an *Objection to Report and Recommendation* in a <u>civil</u> case, search for the keyword "objection."

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	Discovery Documents		
	Appeal Documents Other Documents		

Step 2: A list of events will be displayed. Choose the event from the list.*Click* the link to begin filing the document.

For example, to file an *Objection to Report and Recommendation* in a <u>civil case</u>, click the event located under the heading *Civil Events* → *Other Answers*.



Pay <u>careful attention</u> because both civil and criminal events are displayed and have similar names.

