

# Attorney Portal Housing Court

Remote Access to Case Information

# Attorney Portal Overview

- You need an active BBO # to register with the Attorney Portal.
- The Attorney Portal may be accessed from your office, home, or mobile device. Go to [www.masscourts.org](http://www.masscourts.org).
- You can view cases where you are the active attorney of record, including the following information:
  - Party name and attorney
  - Events scheduled
  - Docket entries
- You will be able to search four (4) case types.
- Images of filed documents are not available.
- No case impounded or restricted, whether individually by order of the Court or by statute, will be available.  
*\*\*\*If you operate a firm with multiple attorneys appearing on the same case → you will need to discuss internal business practices to deal with accessing cases within the attorney portal.\*\*\**

# My Cases

## Attorney Portal Features

### My Cases will display:

- A list of *active / open* cases where you are the attorney of record.
- Criteria to sort/search your cases.
- Hyperlinks to view case information.

### My Cases will NOT display:

- Any cases which have gone to judgment.
- Any cases where you have filed a withdrawal or your appearance has not yet been docketed.

### Tips for Searching

If you do not see an expected case in **My Cases** use the **Search** feature tab.

If you want to broaden your search, try un-checking the **Pending Cases** box to display more results.

The screenshot shows the Attorney Portal interface. The navigation bar includes 'Welcome Benjamin O. Adeyinka', 'Home', 'Search', 'My Calendar', and 'My Cases' (highlighted with a red circle). The sidebar on the left contains search filters for Case #, Last Name, First Name, and Company Name. It also has a 'Case Type' dropdown menu with 'All Cases' selected, and a 'Pending Cases Only' checkbox which is checked. A 'File Date Search Range' section includes 'Begin Date' and 'End Date' fields. A 'Search' button is at the bottom of the sidebar. The main table displays the following data:

Case Number	Case Type	File Date	Party/Company	Initiating Action	Status
1481CV06703	Equitable Remedies	01/28/2014		Other Equity Action	Open
121030P011717A	Housing Court Summary Process	03/19/2012		SP Summons and Complaint - Foreclosure	Active
12H83SP012827A	Housing Court Summary Process	03/26/2012		SP Summons and Complaint - Foreclosure	Active
12H83SP021797A	Housing Court Summary Process	05/29/2012		SP Summons and Complaint - Foreclosure	Active
12H79CV000016	Housing Court Civil	04/17/2012		Temporary Restraining Order	Active
13H79SP002306	Housing Court Summary Process	06/21/2013		SP Summons and Complaint - Foreclosure	Active
121179SP001060	Housing Court Summary Process	03/18/2012		SP Summons and Complaint - Foreclosure	Active
12H83SP011707A	Housing Court Summary Process	03/19/2012		SP Summons and Complaint - Foreclosure	Active
12H83SP01839PL	Housing Court Summary Process	04/20/2012		SP Summons and Complaint - Foreclosure	Active
13H83CV001497A	Housing Court Civil	05/23/2013		Temporary Restraining Order	Active
12H83SP043887A	Housing Court Summary Process	10/02/2012		SP Summons and Complaint - Foreclosure	Active
131179SP0020251	Housing Court Summary Process	06/17/2013		SP Summons and Complaint - Non-payment of Rent	Active
13H79SP002873	Housing Court Summary Process	07/15/2013		SP Summons and Complaint - Non-payment of Rent	Active
12H84SP004769	Housing Court Summary Process	11/30/2012		SP Summons and Complaint - Cause	Active
12H84SP003380	Housing Court Summary Process	08/28/2012		SP Summons and Complaint - Cause	Active

# My Calendar

## Attorney Portal Features

### Calendar will display:

- The number of **events** scheduled where you are the active attorney of record.

*\*\* You may navigate the calendar to show events for a specific month / day. \*\**

- Event descriptions, date, time and location.

- Hyperlinks to view case information.

**Massachusetts Trial Court  
Electronic Case Access**

Welcome Benjamin O. Adeyinka   Home   Search   **My Calendar**   My Cases

September 2015

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3

Start	End	Event Type	Judge	Location	Case
12:00 PM	12:15 PM	Pretial Conference		Western Housing Court	13H79SP002873
12:00 PM	12:15 PM	Pretial Conference		Western Housing Court	13H79SP002251

# Search

## Search will display:

- Any cases, which are not impounded, in the case types, departments, and divisions available.
- You may search by name, case number and case type.
- Hyperlinks to view case information.

## Tips for searching:

- Choose the correct department and division (i.e. Housing Court and Boston Housing Court)
- Enter case number using the correct capitalization, prefix, and suffix (i.e. 15H84SC000123).
- First and Last name searches require an initial capitalization.

## Attorney Portal Features

**Massachusetts Trial Court Electronic Case Access**  
Welcome Benjamin O. Adeyinka Home **Search** My Calendar My Cases

**Search**

Select your search criteria below. Fields marked with \* are required.

Court Department \* Housing Court Court Division \* Boston Housing Court Court Location \* Boston Housing Court  
Number of Results \* 25

Name Case Type Case Number Ticket/Citation #

Last Name \*   
First Name \*   
Middle Name   
Suffix Choose One   
Or Search by Business Name  
Company Name \*

Case Type  
All Cases  
Housing Court Civil  
Housing Court Small Claims  
Housing Court Summary Process  
Housing Court Supplementary Process

Case Status  
All Statuses  
Active  
Closed  
Reopened  
Suspended

Party Type  
All Party Types  
Court Clinic  
Defendant  
Guardian Ad Litem  
Intervenor  
Party in Interest  
Plaintiff  
Receiver

Date of Birth Search Range:  
Begin Date  MM/dd/yyyy  
End Date  MM/dd/yyyy

Date of Death Search Range:  
Begin Date  MM/dd/yyyy  
End Date  MM/dd/yyyy

File Date Search Range:  
Begin Date  MM/dd/yyyy  
End Date  MM/dd/yyyy

**Search**

**Search Results**

Displaying all 3 matches.

Case Number	Case Type	File Date	Party/Company	Party Type	Date of Birth	Case Status	Court
<a href="#">11H84SC000385</a>	Housing Court Small Claims	11/04/2011	Smith, Billy	Plaintiff		Closed	Boston HC Posting
<a href="#">09H94CY000723</a>	Housing Court Civil	09/08/2009	Smith, Billy J	Defendant		Closed	Boston HC Posting
<a href="#">09H94CY000724</a>	Housing Court Civil	09/08/2009	Smith, Billy J	Defendant		Closed	Boston HC Posting

# Available Case Information

## Case and Party Info:

- Case number and case name.
- Case type, status and file date .
- Name and party type.
- Attorney name.

11HB4SC000365 Smith, Billy vs. Simpson, Adrian

Case Type: Housing Court Small Claims      Case Status: Closed  
 Status Date: 03/01/2012      File Date: 11/04/2011  
 Case Judge: DCM Track:  
 Next Event:

All Information   Party   Event   Docket   Disposition

### Party Information

Smith, Billy - Plaintiff

Alias:    Attorney/Bar Code:    Phone Number:    [More Party Information](#)

Simpson, Adrian - Defendant

Alias:    Attorney/Bar Code:    Phone Number:    [More Party Information](#)

### Events

Date	Session	Locality	Location	Type	Result
11/28/2011 02:00 PM	Third Session		Courtroom 16 - 6th Floor	Small Claims Trial	Held
03/23/2012 02:00 PM	Third Session		Courtroom 16 - 6th Floor	Payment Hearing	Not held but resolved
03/23/2012 02:00 PM	Third Session		Courtroom 16 - 6th Floor	Motion Hearing	Denied

### Docket Information

Docket Date	Docket Text	File Ref Mbr.
11/04/2011	Small Claims Complaint, Over \$500 but Under \$2000	
11/04/2011	Small Claims Filing Fee for claim Over \$500 but Under \$2,000 due. Receipt: 33471. Date: 11/04/2011	
11/04/2011	Small Claims Filing Fee Surcharge due. Receipt: 33471. Date: 11/04/2011	
11/07/2011	Scheduled Event: Small Claims Trial Date: 11/28/2011 Time: 02:00 PM Result: Held	
11/07/2011	Verification of Defendant's Address form filed (Uniform Small Claims Rule 2(b)).	
11/28/2011	Event Resulted The following event: Small Claims Trial scheduled for 11/28/2011 02:00 PM has been resulted as follows:	

# Departments and Divisions that are currently available.

## Probate And Family Court

- Hampshire
- Norfolk
- Berkshire
- Hampden
- Franklin
- Barnstable
- Dukes
- Nantucket
- Plymouth (9/1/15)
- Bristol (9/1/15)
- Middlesex (9/15/15)
- Suffolk (10/1/15)
- Worcester (10/15/15)
- Essex (10/15/15)

## Housing Court

- Boston
- Northeast
- Worcester
- Southeast
- Western

## Superior Court

- Bristol
- Barnstable
- Dukes
- Nantucket
- Middlesex
- Essex
- Worcester
- Berkshire
- Hampshire
- Franklin
- Hampden

# Which case types will I be able to access for Housing Court?

- Civil
- Small Claims
- Summary Process
- Supplementary Process

# Some Things to Consider

- **My Cases**

- Cases that have a case status of “closed” will not display on My Cases. If you do not see expected results in My Cases, try using the Search feature to find a case or un-check the Pending Cases box.
- Impounded or restricted cases will not be available.

- **My Calendar**

- Some events may not display on the calendar for a variety of reasons. If you expect to see an event but it is not there look at the case information.

- **Search**

- Case numbers and names are case sensitive. Make sure you are using the correct prefix and suffix to search for cases.
- Impounded or restricted cases will not be available.

# Questions or Comments

- Questions about how to use the Attorney Portal?
  - email: [eaccess@jud.state.ma.us](mailto:eaccess@jud.state.ma.us) (put **Housing Court** in the subject line)