

INSTRUCTIONS

File a Motion for an Existing Civil/Landlord-Tenant Case

Having issues filing a motion on an existing case below? Contact us at (313) 965-8624

I am the (Please make a selection from the drop-down list)*

Plaintiff Attorney ▼

In the "I am the", you will select

- Plaintiff attorney
- Plaintiff
- Defendant Attorney
- Defendant

I want to (Check all that apply)*

- File a Motion - Fee \$20.00
- File a Jury Demand - Fee \$50.00

Check payment amount

Upload associated documents (maximum file size 20MB each) *

[Add another](#)

Upload documents, when naming your document (s) to upload please indicate the type of document in the name (e.g., Summons, Complaint or Motion)

CASE NUMBER:*

Case Type

GC - General Civil ▼

FIRST NAME:*

MIDDLE NAME:

LAST NAME:*

ADDRESS 1:*

ADDRESS 2:

CITY:*

STATE:*

ZIP CODE:*

DAY TIME PHONE (XXX-XXX-XXXX): *

E-Mail*

* - Mandatory Field

Please read: I fully acknowledge that by providing false information I am subject to the penalty of perjury.

I certify that the information that I am providing is true.

Type in "Case Number" (This number should be found at the top of your original document)

In the second drop down, box is "Case Type" select you case type you are filing

- GC – General Civil
- GZ – Claim and Delivery
- LT – Landlord Tenant
- SP – Land Contract

Fill in all boxes and submit

If you are having trouble, please contact (313) 965-8624

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