

Locating an Oxford County District Court Case in eFileMaine

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I. [District Court Standing Order Transferring Venue in Oxford County](#)

As noted in the [Standing Order](#) issued 11/04/2024, **Rumford District Court** is the venue for the following types of District Court actions initiated in Oxford County:

- Family and Probate
- Protection from Harassment
- Recovery of Personal Property
- Forcible Entry and Detainer
- Child Protection

Any of the above types of actions initiated in South Paris District Court are temporarily transferred to Rumford District Court upon entry.

South Paris District Court is the venue for the following types of District Court actions initiated in Oxford County:

- Civil and Real Estate
- Small Claims
- Money Judgment and Disclosure
- Protection from Abuse
- Weapons Restriction/Extreme Risk Protection Order

Any of the above types of actions initiated in Rumford District Court are temporarily transferred to South Paris District Court upon entry.

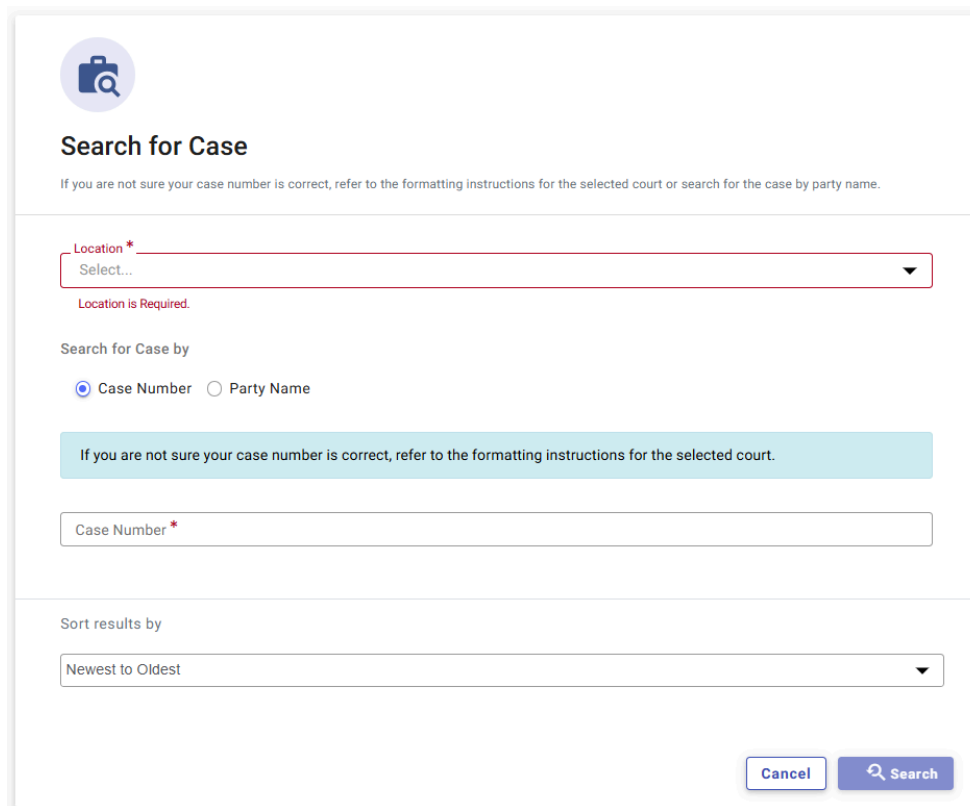
II. Processing the Temporary Transfer


When processing a temporary transfer, the clerk will update the record by amending the location of the action to reflect the court with venue. **The temporary transfer does not result in a new Case/Docket Number.**¹

Additionally, the transfer process is done manually by a clerk, it is not done automatically by the system. Because of this, the process may not happen immediately upon case initiation. This means that the location of the case may not have changed by the time a user searches for the case in eFileMaine.

III. eFileMaine

When searching for a case to file into, users must select the location of the court from a dropdown menu:





Search for Case

If you are not sure your case number is correct, refer to the formatting instructions for the selected court or search for the case by party name.

Location *
Select...
Location is Required.

Search for Case by
☒ Case Number ☐ Party Name

If you are not sure your case number is correct, refer to the formatting instructions for the selected court.

Case Number *

Sort results by
Newest to Oldest

[Cancel](#) [Search](#)

If the incorrect court location is selected for a case that exists in the system, the case will not be found:



Sorry, we couldn't find the case you are looking for. Select 'Refine Search' to change the search criteria.

¹ For example, a Civil action filed in Rumford District Court is given a RUMDC-CIV Case Number. Upon transfer to the court of venue, the court location will be updated to South Paris District Court, while the RUMDC-CIV Case Number will remain.

When users are unable to locate an Oxford County District Court case, it is likely because:

1. The *original court location* has been selected; or
2. The *location of the court with venue* was selected, but the case has not yet been temporarily transferred by the clerk.

If the original court location was selected and no case was found, select “Refine Search” or start a new search and select the location of the court with venue (where the case was transferred to).


If the location of the court with venue was selected and no case was found, select “Refine Search” or start a new search and select the original location (where the case was initiated).

IV. Entry of Final Judgment

Upon entry of final judgment, the case will be transferred back to the original location. If/when any post-judgment activity is initiated, the case will again be temporarily transferred to the court location with venue for processing.

V. Examples

Scenario 1 - RUMDC-CIV-2024-12345 is a Civil action initiated in Rumford District Court. It was temporarily transferred to South Paris District Court pursuant to the Standing Order. When searching for this case to file into, South Paris District Court is selected as the Location and the RUMDC-CIV case number is entered:



Search for Case

If you are not sure your case number is correct, refer to the formatting instructions for the selected court or search for the case by party name.

Location *

South Paris District Court

x ▼

Search for Case by

☒ Case Number ☐ Party Name

If you are not sure your case number is correct, refer to the formatting instructions for the selected court.


Case Number *

RUMDC-CIV-2024-12345


Sort results by

Newest to Oldest ▼

Cancel

 Search

Scenario 2 - SOPDC-DIV-2024-12345 is a Divorce action initiated in South Paris District Court early this morning. It will be temporarily transferred to Rumford District Court pursuant to the Standing Order. However, because the case has just recently been initiated, the transfer has not yet been processed. Counsel wishing to enter an appearance searches for this case and enters Rumford District Court as the court location. However, the existing case was not found. The user then selects “Refine Search” and selects the original court location of South Paris District Court. The user correctly discerned that the clerk had not yet had an opportunity to update the location of the case and process the temporary transfer:



Search for Case

If you are not sure your case number is correct, refer to the formatting instructions for the selected court or search for the case by party name.

Location *
South Paris District Court x ▼

Search for Case by
☒ Case Number ☐ Party Name

If you are not sure your case number is correct, refer to the formatting instructions for the selected court.

Case Number *
SOPDC-CPC-2024-12345

Sort results by
Newest to Oldest ▼

Cancel Search

VI. re:SearchMaine - Verify the Court Location

If you are unsure of which court location to select and wish to verify the court location, users with access to the case can verify the location in [re:SearchMaine](#).² The Location of the court is reflected in the case information in re:Search:

Case Information

 v. 

RUMDC-CIV-2024-

 Refresh
 





Location	Case Category	Case Type	Case Sub Type	Case Filed Date
Rumford District Court	Civil	Civil Debt Collector	Debt Collection	10/11/2024

² See the [Maine Rules of Electronic Court Systems](#) (MRECS), [JB-20-03](#), and the [Accessing Electronic Records](#) page for information on accessing electronic court records.

VII. Additional Resources

Need additional help locating a case in eFileMaine?

- Email: [eCourtsHelp@courts.maine.gov](mailto:ECourtsHelp@courts.maine.gov) Monday - Friday between 8 a.m. and 4 p.m.;
- Call the eCourts Helpline: (207) 213-2813 Monday - Thursday from 10 a.m. to 2 p.m.;
- Contact a court clerk and ask to verify the location of the case you are searching for;
- Visit the [eFileMaine Training & Resources](#) page for additional information, including the [Case Search Identifier](#) instructional document. This document provides information regarding the variations of the case numbers assigned to MJB court actions.