

State of Minnesota
 First Judicial District
 Dakota County District Court
www.mncourts.gov/county/dakota



Van A. Brostrom
 Court Administrator
van.brostrom@courts.state.mn.us

NOTICE TO COURT ADMINISTRATION CLIENTS

Dakota County will be implementing a new case management system, Minnesota Court Information System (MNCIS), on Monday, November 5, 2007.

Court Administration will lose access to the current TCIS case management system at the end of the working day on Wednesday, October 31, 2007. **We will be unable to process any filings on Thursday, November 1, and Friday, November 2, 2007 (Except: Domestic Abuse Order for Protections and Harassment Orders).** We will, however, have court as scheduled both days.

During the three weeks prior to the MNCIS implementation beginning October 15, 2007, access to TCIS will no longer be available to the public. We ask that if you are completing record checks or other searches of court information that you do this prior to October 15, 2007 or after November 7, 2007 when public access to MNCIS will be operational. If you have an immediate need to search our records, the Court Administration office will assist you. But, please, during this time we ask that you request record checks assistance from Court Administration on necessary or urgent matters only.

Filing documents, processing requests for copies, etc, may necessarily be delayed during the first few weeks after November 5, 2007 as we will be updating converted information into the new case management system.

We ask for and appreciate your patience during this conversion process.

Thank you,

Vicky Carlson
 Court Administrative Manager/
 Dakota County District Court Site Coordinator
 651-438-8101
Vicky.carlson@courts.state.mn.us

Judicial Center
 1560 Highway 55
 Hastings, MN 55033
 Telephone (651) 438-8100
 Fax (651) 438-8162

Western Service Center
 14955 Galaxie Avenue
 Apple Valley, MN 55124
 Telephone (952) 891-7256
 Fax (952) 891-7312

Northern Service Center
 One Mendota Road West, Suite 140
 West St. Paul, MN 55118
 Telephone (651) 554-6200
 Fax (651) 554-6226