## **Criminal Case Index – Information Sheet**

Superior Court of California County of Santa Clara

## **Searching for Businesses/Corporations or Search Warrants** (Non-Person Names)

Non-Person Names (Business/Corporation, Search Warrants) are entered in these fields:

Last name – first 16 characters First name – following characters, up to 12

Spaces in the business name must be entered exactly as they appear in the business name. For example, the company named "Wells Fargo Bank San Jose" would be searched by entering the following:

Last name: "Wells Fargo Bank" [entered without quotes, first 16 characters of the name] First name: "San Jose" [entered without quotes, but including the space at the beginning]

## **Index Update Schedule**

This index contains records of criminal filings with file year of 2004 to the current year quarterly run date. (For cases filed before 2004, refer to the Additional Help section below.) The index is updated quarterly, on the first Saturday on or after the 15th of the month following the calendar quarter. For example, update run dates would be as follows:

April 16, 2011: 2004 index – April 16, 2011 posted

July 16, 2011: 2004 index – July 16, 2011 posted

October 15, 2011: 2004 index – October 15, 2011 posted

January 21, 2012: 2004 index – January 21, 2012 posted

And so on...

## Additional Help

For additional assistance, please call the courthouse where the case was filed (see a list of courthouses at <a href="http://www.scscourt.org/general\_info/contact/courthouses.shtml">http://www.scscourt.org/general\_info/contact/courthouses.shtml</a>, or email the Court at sscriminfo@scscourt.org.

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