

How to Retrieve Endorsed Copy of Document Filed with Courier Services (Concierge)

1. Log in to www.fileandservexpress.com.
2. Enter the eight-digit transaction # from the transaction receipt in the Track & Manage field on the top right of the Home Screen and hit enter.
3. Click on the PDF Format link to see the endorsed copy.

Please note that it takes one-two court days for the endorsed filed copy to be available. The actual date it was filed (assuming it was accepted by the clerk), will be the date it is considered filed by the court.