Missouri Public Service Commission
EFIS – *Search Case Filing*

To view the filings and/or case list for a specific company, the user does not have to be logged on to EFIS.

1. From the *Welcome* screen, click the '**Resources**' menu option
2. Select the '**Case Information**' link to continue to the *Case Information* screen.

3. From the *Case Information* screen, select the '**Case Filing / Submission**' link to continue to the *Case Filing/Submission Search* screen.

On the *Case Filing/Submission Search* screen, complete the following steps:

4. Input or select the applicable criteria from the drop-down lists.
5. Select the desired type of list from the radio buttons.

   a. **Filing List** - will generate a list of all **filings** with the specified criteria.

   b. **Case List -** will generate a list of all **cases** with the specified criteria.

   c. **Case List** in combination with the '**Check to only include cases where company selected below is the subject of the case(s)'** box - will generate a list of cases for which the specified company is the **subject** of the case.

The results are displayed on the *Case Filing/Submission Search* screen. The results will vary depending on which list the user selects and which radio buttons are selected.

For additional assistance, please contact the Data Center at 573-751-7496 or datacenter@psc.mo.gov.