



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30052
Lansing, Michigan 48909
Phone (517) 373-0128

Carl L. Gromek, Chief of Staff
State Court Administrator

MEMORANDUM

DATE: April 6, 2006

TO: Chief Judges
cc: Court Administrators
Probate Registers
CRS Users
System Providers

FROM: Carl L. Gromek

RE: Caseload Reporting

Since 2002, our office has required courts to submit quarterly reports of Parts 1 and 2 data. Effective immediately, our office will collect annual reports instead. The Caseload Reporting System (CRS) will be re-programmed to accept only annual reports for Parts 1 and 2. The first annual report, for 2006, will be due by January 30, 2007.

As in the past, you can submit these reports by electronically uploading a data file or files, instead of manually entering each number. If you have any questions about the change in reporting requirements or need further instructions on how to upload data to CRS, please contact Lili Marchlewicz at 517-373-5538 or marchlewiczl@courts.mi.gov.

LH