

**E-File Assistance Only: Schedule an appointment by telephone, mail, or online submission.**

Legal Self-Help Center (Lower Level of Hamilton County Courts)

Mail: Court Administration Attn.: Help Center, One Hamilton County Square, Suite 313, Noblesville, IN 46060

Email: [legalselfhelp@hamiltoncounty.in.gov](mailto:legalselfhelp@hamiltoncounty.in.gov)

(317) 776-8428 Ext. #68428

**HAMILTON COUNTY LEGAL SELF-HELP CENTER  
FOR  
Unrepresented Litigants**

E-FILE APPOINTMENT/ INTAKE FORM				
Date:				
Participant Name:		Any Prior Names:		
Street Address		City/State/Zip		How long have you lived in Hamilton County?
Phone # (H)	May we leave a message at this number? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Phone # (W)	May we leave a message at this number? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Phone # (C)	May we leave a message at this number? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Email Address:				
Referred By:	<input type="checkbox"/> Judge <input type="checkbox"/> Clerk's Office <input type="checkbox"/> Other: _____			
<b>What type of help do you need? Check all that apply.</b>				
<input type="checkbox"/> Upload court documents	<input type="checkbox"/> Select an e-file vendor	<input type="checkbox"/> Use computer	<input type="checkbox"/> E-file into an existing case	
<input type="checkbox"/> Open a new case	<input type="checkbox"/> Other: _____			
OFFICE USE: Did participant receive e-filing assistance?	<input type="checkbox"/> Yes Complete section below.	<input type="checkbox"/> No Why did participant not receive help?		
<b>CASE DISPOSTION</b>				
<input type="checkbox"/> Assisted in areas requested above except:				
<input type="checkbox"/> Other:				
Case Type if known	<input type="checkbox"/> Petition for Legal Separation	<input type="checkbox"/> Petition for Divorce without Children	<input type="checkbox"/> Petition for Divorce with Children	<input type="checkbox"/> Petition for Modification of Support
	<input type="checkbox"/> Modification of Custody	<input type="checkbox"/> Emancipation of a Minor	Other:	
Date Matter Closed: _____				