



In the Circuit Court of Jackson County  
**Blue Springs Municipal Division 241**  
*Blue Springs, Missouri*

**Attorney Information**

(6-12-23)

All cases are initially set for a Pro se docket, except for Domestic Violence cases. Domestic Violence cases are set for Domestic violence dockets.

• **Case information**

- **Cases created prior to June 1, 2022, may be searched online by doing the following:**
  - You may go to our website to find information about your client's cases. Go to [www.bluespringsgov.com](http://www.bluespringsgov.com) . Click on the Government tab and under Departments click on Municipal Court. Once on the Municipal Court page, click on the blue box labeled "**PAY MUNICIPAL COURT TICKETS ONLINE OR SEARCH COURT RECORDS**".
  - Any filings for these cases may be emailed to [court@bluespringsgov.com](mailto:court@bluespringsgov.com) or faxed to (816) 228-0229, **UNLESS** they have been moved to [www.courts.mo.gov](http://www.courts.mo.gov) . Please check before submitting your filing.
- **Cases created June 1, 2022 and after may be searched online by going to [www.courts.mo.gov](http://www.courts.mo.gov) .**
  - Any filings for cases available at [www.courts.mo.gov](http://www.courts.mo.gov) must be done by eFile.

• **Entry of Appearance**

- When filing an Entry of Appearance, please make sure to:
  - Include the case number.
  - **Submit no less than 48 hours prior to the court date.**
    - Your Entry will be rejected if it is filed less than 48 hours prior to the court date and you will need to appear in court to enter your appearance.
    - **If your Entry is rejected and no one appears on the scheduled court date, a Show Cause for Failure to Appear or a warrant will be issued for your client.**
- Please give our office 24 to 48 hours to process your entry.



In the Circuit Court of Jackson County  
**Blue Springs Municipal Division 241**  
*Blue Springs, Missouri*

- **Motions**

- When filing a Motion, regardless of what it is for, please make sure to:
  - Include the case number.
  - Include a Proposed Order.
  - If either item is omitted from the filing, your Motion will be denied by the Judge, so please make sure to include all required items.
  - **Submit no less than 48 hours prior to the court date.**
    - Your Motion will be rejected if it is filed less than 48 hours prior to the court date and you will need to appear in court to enter your appearance.
    - **If your Motion is rejected and no one appears on the scheduled court date, a Show Cause for Failure to Appear or a warrant will be issued for your client.**
- \*\*When filing a Motion for Continuance for a Domestic related offense, the Judges require the attorney to contact the Prosecutor's Office prior to filing the Motion to inquire whether or not the Prosecutor has any objections to a continuance and add that information to the Motion.
- **Please give our office no less than 48 hours to process your Motion. Calling or appearing in court after submitting the filing will only prolong the process.**

- **Plea recommendations**

- All requests for plea recommendations must go through the Prosecutor's office. You may reach them at (816) 622-4119 or (816) 220-4528. You may also email them at [prosecutor@bluespringsgov.com](mailto:prosecutor@bluespringsgov.com) .

- **Questions**

- For questions, please contact the Court office.
  - Office hours:
    - Monday – Thursday from 6:30 a.m. to 4:30 p.m.
    - **Closed Friday**
  - Call (816) 228-0175 or email [court@bluespringsgov.com](mailto:court@bluespringsgov.com) .
    - **Phones are not answered during court.**