



Solano Superior Court: How to Set Up e-File Account

This is a step-by-step guide from the Solano Superior Court on how to register and initiate a new case or submit a subsequent filing into an existing case through e-file.

Setting up an e-File Account through an Electronic Filing Service Provider (EFSP)

If you already have an account set up, login to your e-file account and skip to Step 8.

1. Visit the court's website at www.solano.courts.ca.gov.
2. On the home page select "Online Services".



3. Select from our list of [Electronic Service Providers \(EFSP\)](#) and Register.
4. Select that you are filing as an individual.
5. Fill out all the required areas.
6. Fill in your contact information.
7. An email will be sent to you to confirm setting up your account. Go to your email and open the email from the EFSP you selected. If you don't see the email check your spam folder. Once you open the email select Activate Account.
8. Sign into your e-file account.
9. Before you can e-file you must set up a payment account. From your Dashboard, select the drop down and pick a payment account.