

**SUPERIOR COURT  
CIVIL CASE INFORMATION STATEMENT (CIS)**

COUNTY:        N        K        S

CIVIL ACTION NUMBER: \_\_\_\_\_

<p>Caption:</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	<p>Civil Case Code: _____</p> <p>Civil Case Type: _____ <small>(SEE REVERSE SIDE FOR CODE AND TYPE)</small></p> <p>Name and Status of Party filing document:</p> <hr/> <p>Document Type: (E.G.; COMPLAINT; ANSWER WITH COUNTERCLAIM)</p> <hr/> <p style="text-align: center;">JURY DEMAND:   YES ____    No ____</p>
<p>ATTORNEY NAME(S):</p> <hr/> <p>ATTORNEY ID(S):</p> <hr/> <p>FIRM NAME:</p> <hr/> <p>ADDRESS:</p> <hr/> <hr/> <p>TELEPHONE NUMBER:</p> <hr/> <p>FAX NUMBER:</p> <hr/> <p>E-MAIL ADDRESS:</p> <hr/> <hr/>	<p>IDENTIFY ANY RELATED CASES NOW PENDING IN THE SUPERIOR COURT OR ANY RELATED CASES THAT HAVE BEEN CLOSED IN THIS COURT WITHIN THE LAST TWO YEARS BY CAPTION AND CIVIL ACTION NUMBER INCLUDING JUDGE'S INITIALS:</p> <hr/> <hr/> <p>EXPLAIN THE RELATIONSHIP(S):</p> <hr/> <hr/> <hr/> <hr/> <p>OTHER UNUSUAL ISSUES THAT AFFECT CASE MANAGEMENT:</p> <hr/> <hr/> <hr/> <p>(If additional space is needed, please attach page)</p>

**THE PROTHONOTARY WILL NOT PROCESS THE COMPLAINT, ANSWER, OR FIRST RESPONSIVE PLEADING IN THIS MATTER FOR SERVICE UNTIL THE CASE INFORMATION STATEMENT (CIS) IS FILED. THE FAILURE TO FILE THE CIS AND HAVE THE PLEADING PROCESSED FOR SERVICE MAY RESULT IN THE DISMISSAL OF THE COMPLAINT OR MAY RESULT IN THE ANSWER OR FIRST RESPONSIVE PLEADING BEING STRICKEN.**

# SUPERIOR COURT CIVIL CASE INFORMATION STATEMENT (CIS) INSTRUCTIONS

## **CIVIL CASE TYPE**

Please select the appropriate civil case code and case type (e.g., **CODE** - **AADM** and **TYPE** - **Administrative Agency**) from the list below. Enter this information in the designated spaces on the Case Information Statement.

### **APPEALS**

AADM - Administrative Agency  
ACER - Certiorari  
ACCP - Court of Common Pleas  
AIAB - Industrial Accident Board  
APSC - Public Service Commission  
AUIB - Unemployment Insurance Appeal Board

### **COMPLAINTS**

CASB - Asbestos  
CAAA - Auto Arb Appeal  
CMIS - Civil Miscellaneous  
CACT - Class Action  
CCON - Condemnation  
CCLD - Complex Commercial Litigation Division (**NCC ONLY**)  
CDBT - Debt/Breach of Contract  
CDEJ - Declaratory Judgment  
CDEF - Defamation  
CEJM - Ejectment  
CATT - Foreign & Domestic Attachment  
CFJG - Foreign Judgment  
CFRD - Fraud Enforcement  
CINT - Interpleader  
CLEM - Lemon Law  
CLIB - Libel  
CMAL - Malpractice  
CMED - Medical Malpractice  
CPIN - Personal Injury  
CPIA - Personal Injury Auto  
CPRL - Products Liability  
CPRD - Property Damage  
CRPV - Replevin  
CSPD - Summary Proceedings Dispute  
CCCP - Transfer from CCP  
CCHA - Transfer from Chancery

### **MASS TORT**

CBEN - Benzene Cases  
CPEL - Pelvic Mesh Cases  
CPRA - Pradaxa Cases  
CSER - Seroquel Cases

### **INVOLUNTARY COMMITMENTS**

INVC - Involuntary Commitment

### **MISCELLANEOUS**

MAGM - AG Motion - Civil/Criminal Investigations \*  
MADB - Appeal from Disability Board \*  
MAFF - Application for Forfeiture  
MAAT - Appointment of Attorney  
MGAR - Appointment of Guardianship  
MCED - Cease and Desist Order  
MCDR - Child Death Review  
MCON - Civil Contempt/Capias  
MCVP - Civil Penalty  
MSOJ - Compel Satisfaction of Judgment  
MSAM - Compel Satisfaction of Mortgage  
MCTO - Consent Order  
MIND - Destruction of Indicia of Arrest \*  
MESP - Excess Sheriff Proceeds  
MHAC - Habeas Corpus  
MTOX - Hazardous Substance Cleanup  
MFOR - Intercept of Forfeited Money  
MISS - Issuance of Subpoena  
MLEX - Lien Extension  
MMAN - Mandamus  
MWIT - Material Witness \*  
MWOT - Material Witness - Out of State  
MRAT - Motion for Risk Assessment  
MROP - Petition for Return of Property  
MCRO - Petition Requesting Order  
MROD - Road Resolution  
MSEL - Sell Real Estate for Property Tax  
MSEM - Set Aside Satisfaction of Mortgage  
MSSS - Set Aside Sheriff's Sale  
MSET - Structured Settlement  
MTAX - Tax Ditches  
MREF - Tax Intercept  
MLAG - Tax Lagoons  
MVAC - Vacate Public Road  
MPOS - Writ of Possession  
MPRO - Writ of Prohibition

### **MORTGAGES**

MCOM - Mortgage Commercial  
MMED - Mortgage Mediation  
MORT - Mortgage Non-Mediation (Res.)

### **MECHANICS LIENS**

LIEN - Mechanics Lien

**\* Not eFiled**

## **DUTY OF THE PLAINTIFF**

Each plaintiff/counsel shall complete the attached Civil Case Information Statement (CIS) and file with the complaint.

## **DUTY OF THE DEFENDANT**

Each defendant/counsel shall complete the attached Civil Case Information Statement (CIS) and file with the answer and/or first responsive pleading.