

Civil Case Information Statement

Directive #10-91
Issued by:

November 19, 1991
Robert D. Lipscher
Administrative Director

Pursuant to Supreme Court approved amendments to *R. 1:5-6* and *R. 4:5-1*, submission of a Civil Case Information Statement (CIS) with all initial pleadings has been required since April 1, 1991. The form to be used has been promulgated as Appendix XII of the Rules of Court.

At a Spring 1991 meeting with the Chief Justice, a number of Assignment Judges noted problems with CIS forms whose format differed significantly from that promulgated as Appendix XII. As a result, the Chief Justice asked that necessary action be taken to ensure that CIS forms submitted in accordance with the amended rules conform to the promulgated form. This matter was also discussed at a meeting of the Conference of Civil Presiding Judges, which group resolved unanimously that a directive should be issued requiring that all CIS forms submitted follow a standard format.

Accordingly, please advise your County Clerk and Civil Division Manager that a pleading required to be accompanied by a CIS may be returned as non-conforming if all information elements of side one of the form prescribed as Appendix XII of the Rules (copy attached) are not present in substantially the same format. Forms produced by word processor or other means are acceptable as long as they are legible, and the contents and format conform to the prescribed CIS form.

EDITOR-S NOTE

No change has been made to the original text.

AMOUNT:	
OVERPAYMENT:	

CIVIL CASE INFORMATION STATEMENT (CIS) Use for initial pleadings (not motions) under R. 4:5-1

ATTORNEY NAME		TELEPHONE NUMBER	COUNTY OF VENUE
FIRM NAME (If Applicable)			DOCKET NUMBER (When Applicable)
NAME OF PARTY (e.g. John Doe, Plaintiff)		CAPTION	
THE INFORMATION PROVIDED BELOW CANNOT BE INTRODUCED INTO EVIDENCE			
CASE TYPE NUMBER (See reverse side for listing)			Is this a Title 59 action? G Yes G No
Check if applicable: G Punitive Damages G Friendly Hearing Sought G Declaratory Judgment			
CDR Desired? G Yes Specify type: _____ G No			
Present Medical Expense G \$2500 or less G More than \$2500 If more, do you wish to submit this case to arbitration? G Yes G No			
Briefly describe the case; include any special characteristics that may warrant extended discovery or accelerated disposition (See reverse side for additional instructions): 			
Describe all pending actions related to this case, i.e., arising out of the same occurrence or transaction (give docket number if known): 			
ESTIMATED NUMBER OF DAYS TO TRY THE CASE Liability: _____ Damages: _____			CASE ASSESSMENT (Mandatory for DCM Courses) GExpedited GStandard GComplex

DOCUMENT TYPES

- Complaint
- Answer
- Answer with Counterclaim
- Answer with Crossclaim
- Answer with Third-Party Complaint
- Answer with Counterclaim & Crossclaim
- Answer with Counterclaim & Third-Party Complaint
- Answer with Crossclaim & Third-Party Complaint
- Answer with Counterclaim, Crossclaim & Third-Party Complaint
- Third-Party Complaint
- Third-Party Answer
- Third-Party Answer with Counterclaim
- Third-Party Answer with Crossclaim
- Third-Party Answer with Counterclaim & Crossclaim
- Complaint Intervenor

CASE TYPES: Choose one and enter number of case type in appropriate space on reverse side.

<u>AUTO NEGLIGENCE</u> 603 Pers. Inj. Involved 610 Prop. Damage Only	<u>INSURANCE CLAIM</u> 506 PIP Coverage 505 Other	151 <u>NAME CHANGE</u> 234 <u>FRT PLYWOOD</u>
<u>MALPRACTICE</u> 604 Medical 607 Other Professional	<u>REAL PROPERTY</u> 303 Mt. Laurel 304 Land Use 305 Construction 301 Condemnation 302 Tenancy	<u>OTHER</u> 399 <u>REAL PROPERTY</u> 599 <u>CONTRACT</u> 699 <u>TORT</u> 899 <u>MISCELLANEOUS</u>
<u>OTHER TORT</u> 606 Product Liability 605 Other Pers. Inj. 602 Assault & Battery 609 Defamation 608 Toxic Tort 601 Asbestos	175 <u>FORFEITURE</u> 701 <u>ACTION IN LIEU OF PREROGATIVE WRIT</u> 005 <u>CIVIL RIGHTS</u> 156 <u>ENVIRONMENTAL LITIGATION</u>	
<u>CONTRACT</u> 502 Book Acct. 503 Comm'l Transaction 509 Employment		

When completing the case description section include such characteristics as: anticipated joinder of parties or issues, need for priority handling due to nature or importance of case or likelihood of early disposition. Be specific.