

Circuit/County Civil Legal XML Envelope

Data Element Name	Description	Initial Filing	Subsequent Filing
Judicial Circuit	Judicial circuit as indicated on the pleading case style (caption)	Portal	
Plaintiff Last Name	Text field Last name of person initiating the filing. If an attorney is filing the document, this should be the last name of the person on whose behalf the attorney is filing the document.	Required, if applicable (plaintiff/defendant name or organization must be entered)	
Plaintiff First Name	Text field First name of person initiating the filing. If an attorney is filing the document, this should be the first name of the person on whose behalf the attorney is filing the document.	Required, if applicable (plaintiff/defendant name or organization must be entered)	
Plaintiff Middle Initial	Text field Middle initial of person initiating the filing. If an attorney is filing the document, this should be the middle initial of the person on whose behalf the attorney is filing the document.	Optional	
Plaintiff Address Details	Text field Includes Address 1, Address 2, City, State, Zip+4, telephone number, email, fax	Optional	
Plaintiff DOB	Text field mm/dd/yyyy format	Optional	
Plaintiff Gender	Selected from a drop down list. Male/Female	Optional	
Plaintiff Race	Use FDLE categories	Optional	
Organization Name	Text field Name of organization that is a party to the case.	Required, if applicable (plaintiff/defendant name or organization must be entered)	

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Data Element Name	Description	Initial Filing	Subsequent Filing
Defendant Last Name	Text field Last name of person suit is filed against. If an attorney is filing the document, this should be the last name of the person on whose behalf the attorney is filing the document.	Required, if applicable (plaintiff/defendant name or organization must be entered)	
Defendant First Name	Text field First name of person suit is filed against. If an attorney is filing the document, this should be the first name of the person on whose behalf the attorney is filing the document.	Required, if applicable (plaintiff/defendant name or organization must be entered)	
Defendant Middle Initial	Text field Middle initial of person suit is filed against. If an attorney is filing the document, this should be the middle initial of the person on whose behalf the attorney is filing the document.	Optional	
Defendant DOB	Text field mm/dd/yyyy format	Optional	
Defendant Gender	Selected from a drop down list. Male/Female	Optional	
Defendant Race	Use FDLE categories	Optional	
Party ID	Will indicate on whose behalf the filing is made (Primary Party or On Behalf Of)	Optional	
Bar Number	Text field Completed if filing made by an attorney. May be blank if filer is not an attorney	Required	
Law Firm/Agency	Text field If a private attorney, the name of the law firm. If a state employed attorney, the name of the agency (blank if attorney not involved in specific filing)	Optional	
Payment Information	Text field Credit Card info to include Account Number, Expiration, Type of Card, ACH transactions, and waiver of fee	Optional	

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Data Element Name	Description	Initial Filing	Subsequent Filing
Cost associated with filing	Numerical value. Sometimes based on the number of individuals included in the filing. Some costs are associated with county ordinance.	Portal	
Fee Type	Type of Fee: Filing Fee	Portal	Optional
Filing Type	Selected from a drop down list of pleading types (e.g., Motion, Order, Petition, Pleading, etc.)	Required	
Trace Number	Individual identification number for the eFiling	Portal	
County Name	Name of county case is being filed in	Required	
County ID	Two character county code as identified in statute	Portal	
Court Type	Trial or Appellate	Required	
Court Name Division	Indicates the divisions of the Court as reported in case style or caption (i.e., Family, Civil Traffic, Circuit Civil, County Civil, Circuit Criminal, County Criminal, Probate)	Required	
Court Name Subdivision	Optional: This field subdivides the "Court Name Division" field into more targeted groupings of court divisions to provide for efficient routing in those jurisdictions that use them. These may be different in different jurisdictions (e.g., Child Support, Family, Juvenile Delinquency, Juvenile Dependency, Domestic Relations, Domestic Violence, Juvenile Drug Court (child), Dependency Drug Court (parents), Unified Family Court)	Optional	
Uniform Case Number (UCN)	Text field The local case number translated into the statewide UCN format required for public display and state reporting. Year and Sequence number will generate the UCN for the filer.		Required

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Data Element Name	Description	Initial Filing	Subsequent Filing
<p>Proceeding Type of Case (Form 1.997)</p>	<p>Selected from a drop down list. Condominium Contracts and indebtedness Eminent domain Auto negligence Negligence - other (if selected additional drop down to include) -Business governance; Business torts; Environmental/Toxic tort; Third party indemnification; Construction defect; Mass tort; Negligent security, Nursing home negligence; Premises liability - commercial; Premises liability - residential Products liability Real property/Mortgage foreclosure (if selected additional drop down to include) -Commercial foreclosure \$0 - \$50,000; Commercial foreclosure \$50,001 - \$249,999; Commercial foreclosure \$250,000 or more; Homestead residential foreclosure \$0 - \$50,000; Homestead residential foreclosure \$50,001 - \$249,999; Homestead residential foreclosure \$250,000 or more; Non-homestead residential foreclosure \$0 - \$50,000; Non-homestead residential foreclosure \$50,001 - \$249,999; Non-homestead residential foreclosure \$250,000 or more; Other real property actions \$0 - \$50,000; Other real property actions \$50,001 - \$249,999; Other real property actions \$250,000 or more Professional malpractice (if selected additional drop down to include) -Malpractice - business; Malpractice - medical; Malpractice - other professional Other (if selected additional drop down to include) -Antitrust/Trade regulation; Business transactions; Constitutional challenge - statute or ordinance; Constitutional challenge - proposed amendment; Corporate trusts; Discrimination - employment or other; Insurance claims; Intellectual property;</p>	<p>Required (will generate coversheet)</p>	
<p>Proceeding Related Cases Filed (Form 1.997)</p>	<p>Drop down No, to the best of my knowledge, no related cases exist Yes, if "yes", list all related cases by name, case number and court (if this option is selected, the Known Related Cases field must be completed)</p>	<p>Required (will generate coversheet)</p>	

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Data Element Name	Description	Initial Filing	Subsequent Filing
Known Related Cases (Form 1.997)	Text field Cases related to this filing	Required (will generate coversheet)	
Remedies Sought (Form 1.997)	Check box. More than one remedy can be selected. Monetary Non-monetary declaratory or injunctive relief Punitive	Required (will generate coversheet)	
Number of Causes of Action (Form 1.997)	Text field Reason(s) the lawsuit is initiated	Required (will generate coversheet)	
Class Action Lawsuit (Form 1.997)	Selected from a drop down list. Yes/No	Required (will generate coversheet)	
Jury Trial Demanded (Form 1.997)	Selected from a drop down list. Yes/No	Required (will generate coversheet)	
Case Title	Title from the case style or caption (i.e., In the Interest of, In RE: Estate of, Petitioner vs. Respondent, Plaintiff vs. Defendant, Appellant vs. Appellee)	Optional	
Document Submission Date/Time	The date and time the document was submitted to the portal	Portal	Portal
Document Completion Date/Time	The date and time the document was accepted by the clerk	Portal	Portal
Means of Final Disposition (Form 1.998)	Selected from a drop down list. Dismissed Before Hearing (if selected additional drop down to include) -Dismissed Pursuant to Settlement - Before Hearing; Dismissed Pursuant to Mediated Settlement - Before Hearing; Other - Before Hearing Dismissed After Hearing (if selected additional drop down to include) -Dismissed Pursuant to Settlement - After Hearing; Dismissed Pursuant to Mediated Settlement - After Hearing; Other - After Hearing Disposed by Default Disposed by Judge Disposed by Non-jury Trial Disposed by Jury Trial Other		Required, if applicable

Dependency Legal XML Envelope			
Data Element Name	Description	Initial Filing	Subsequent Filing
Judicial Circuit	Judicial circuit as indicated on the pleading case style (caption)	Portal	
Petitioner Last Name	Text field Last name of person initiating the filing. If an attorney is filing the document, this should be the last name of the person on whose behalf the attorney is filing the document.	Required	
Petitioner First Name	Text field First name of person initiating the filing. If an attorney is filing the document, this should be the first name of the person on whose behalf the attorney is filing the document.	Required	
Petitioner Middle Initial	Text field Middle initial of person initiating the filing. If an attorney is filing the document, this should be the middle initial of the person on whose behalf the attorney is filing the document.	Optional	
Petitioner Address Details	Text field Includes Address 1, Address 2, City, State, Zip+4, telephone number, email, fax	Optional	
Petitioner DOB	Text field mm/dd/yyyy format	Optional	
Petitioner Gender	Selected from a drop down list. Male/Female	Optional	
Petitioner Race	Use FDLE categories	Optional	
Party ID	Will indicate on whose behalf the filing is made (e.g., child, mother, father, interested party, etc.)	Optional	
Bar Number	Text field Completed if filing made by an attorney. May be blank if filer is not an attorney	Required	
Law Firm/Agency	Text field If a private attorney, the name of the law firm. If a state employed attorney, the name of the agency (blank if attorney not involved in specific filing)	Optional	
Payment Information	Text field Credit Card info to include Account Number, Expiration, Type of Card, ACH transactions, and waiver of fee	Optional	

Dependency Legal XML Envelope			
Data Element Name	Description	Initial Filing	Subsequent Filing
Cost associated with filing	Numerical Value. Sometimes based on the number of individuals included in the filing. Some costs are associated with county ordinance.	Portal	
Fee Type	Type of Fee: Filing Fee	Portal	Optional
Filing Type	Selected from a drop down list of pleading types (e.g., Motion, Order, Petition, Pleading, etc.)	Required	
Trace Number	Individual identification number for the efile	Portal	
County Name	Name of county case is being filed in	Required	
County ID	Two character county code as identified in statute	Portal	
Court Type	Trial or Appellate	Required	
Court Name Division	Indicates the divisions of the Court as reported in case style or caption (i.e., Family, Civil Traffic, Circuit Civil, County Civil, Circuit Criminal, County Criminal, Probate)	Required	
Court Name Subdivision	Optional: This field subdivides the "Court Name Division" field into more targeted groupings of court divisions to provide for efficient routing in those jurisdictions that use them. These may be different in different jurisdictions (e.g., Child Support, Family, Juvenile Delinquency, Juvenile Dependency, Domestic Relations, Domestic Violence, Juvenile Drug Court (child), Dependency Drug Court (parents), Unified Family Court)	Optional	
Uniform Case Number (UCN)	Text field The local case number translated into the statewide UCN format required for public display and state reporting. Year and Sequence number will generate the UCN for the filer.		Required
Child Last Name	Last name of child case is pertaining to	Required	
Child First Name	First name of child case is pertaining to	Required	
Child Middle Initial	Middle initial of child case is pertaining to	Optional	
Child DOB	mm/dd/yyyy format	Optional	

Dependency Legal XML Envelope			
Data Element Name	Description	Initial Filing	Subsequent Filing
Child Gender	Selected from a drop down list. Male/Female	Optional	
Child Race	Use FDLE categories	Optional	
Case Title	Title from the case style or caption (i.e., In the Interest of, In RE: Estate of, Petitioner vs. Respondent, Plaintiff vs. Defendant, Appellant vs. Appellee)	Optional	
Document Submission Date/Time	The date and time the document was submitted to the portal	Portal	Portal
Document Completion Date/Time	The date and time the document was accepted by the clerk	Portal	Portal
Proceeding Type (Form 12.928)	Selected from a drop down list. Initial Action/Petition or Reopening Case If value is Reopening Case, filer must complete the "Proceeding Reopen Type" field	Required	
Proceeding Reopen Type (Form 12.928)	Selected from a drop down list. Modification/Supplemental Petition Motion for Civil Contempt/Enforcement Other	Required	
Proceeding Type of Case (Form 12.928)	Selected from a drop down list of family case types. Petition for Dependency Shelter Petition Termination of Parental Rights Arising Out of Chapter 39 Adoption Arising Out of Chapter 39 CINS/FINS	Required	
Proceeding Related Cases Filed (Form 12.928)	Selected from a drop down list. No, to the best of my knowledge, no related cases exist Yes, all related cases are listed on Family Law Form 12.900(h)	Required	

Family Legal XML Envelope

Data Element Name	Description	Initial Filing	Subsequent Filing
Judicial Circuit	Judicial circuit as indicated on the pleading case style (caption)	Portal	
Petitioner Last Name	Text field Last name of person initiating the filing. If an attorney is filing the document, this should be the last name of the person on whose behalf the attorney is filing the document.	Required	
Petitioner First Name	Text field First name of person initiating the filing. If an attorney is filing the document, this should be the first name of the person on whose behalf the attorney is filing the document.	Required	
Petitioner Middle Initial	Text field Middle initial of person initiating the filing. If an attorney is filing the document, this should be the middle initial of the person on whose behalf the attorney is filing the document.	Optional	
Petitioner Address Details	Text field Includes Address 1, Address 2, City, State, Zip+4, telephone number, email, fax	Optional	
Petitioner DOB	Text field mm/dd/yyyy format	Optional	
Petitioner Gender	Selected from a drop down list. Male/Female	Optional	
Petitioner Race	Use FDLE categories	Optional	
Respondent Last Name	Text field Last name of person the suit is filed against.	Required	
Respondent First Name	Text field First name of person the suit is filed against.	Required	
Respondent Middle Initial	Text field Middle initial of person the suit is filed against.	Optional	
Respondent DOB	Text field mm/dd/yyyy format	Optional	
Respondent Gender	Selected from a drop down list. Male/Female	Optional	
Respondent Race	Use FDLE categories	Optional	
Party ID	Will indicate on whose behalf the filing is made (Primary or On Behalf Of)	Optional	
Bar Number	Text field Completed if filing made by an attorney. May be blank if filer is not an attorney	Required	

Family Legal XML Envelope

Data Element Name	Description	Initial Filing	Subsequent Filing
Law Firm/Agency	Text field If a private attorney, the name of the law firm. If a state employed attorney, the name of the agency (blank if attorney not involved in specific filing)	Optional	
Payment Information	Text field Credit Card info to include Account Number, Expiration, Type of Card, ACH transactions, and waiver of fee	Optional	
Cost associated with filing	Numerical Value. Sometimes based on the number of individuals included in the filing. Some costs are associated with county ordinance.	Portal	
Fee Type	Type of Fee: Filing Fee	Portal	Optional
Filing Type	Selected from a drop down list of pleading types (e.g., Motion, Order, Petition, Pleading, etc.)	Required	
Trace Number	Individual identification number for the e filing	Portal	
County Name	Name of county case is being filed in	Required	
County ID	Two character county code as identified in statute	Portal	
Court Type	Trial or Appellate	Required	
Court Name Division	Indicates the divisions of the Court as reported in case style or caption (i.e., Family, Civil Traffic, Circuit Civil, County Civil, Circuit Criminal, County Criminal, Probate)	Required	
Court Name Subdivision	Optional: This field subdivides the "Court Name Division" field into more targeted groupings of court divisions to provide for efficient routing in those jurisdictions that use them. These may be different in different jurisdictions (e.g., Child Support, Family, Juvenile Delinquency, Juvenile Dependency, Domestic Relations, Domestic Violence, Juvenile Drug Court (child), Dependency Drug Court (parents), Unified Family Court)	Optional	
Uniform Case Number (UCN)	Text field The local case number translated into the statewide UCN format required for public display and state reporting. Year and Sequence number will generate the UCN for the filer.		Required
Proceeding Type (Form 12.928)	Selected from a drop down list. Initial Action/Petition or Reopening Case If value is Reopening Case, filer must complete the "Proceeding Reopen Type" field	Required	

Family Legal XML Envelope

Data Element Name	Description	Initial Filing	Subsequent Filing
Proceeding Reopen Type (Form 12.928)	Selected from a drop down list. Modification/Supplemental Petition Motion for Civil Contempt/Enforcement Other	Required	
Proceeding Type of Case (Form 12.928)	Selected from a drop down list of family case types. Simplified Dissolution of Marriage Dissolution of Marriage Domestic Violence Dating Violence Sexual Violence Support IV-D (Department of Revenue, Child Support Enforcement) Support Non-IV-D (not Department of Revenue, Child Support Enforcement) UIFSA IV-D (Department of Revenue, Child Support Enforcement) UIFSA Non-IV-D (not Department of Revenue, Child Support Enforcement) Other Family Court Adoption Arising Out of Chapter 63 Name Change Paternity/Disestablishment of Paternity	Required	
Proceeding Related Cases Filed (Form 12.928)	Selected from a drop down list. No, to the best of my knowledge, no related cases exist Yes, all related cases are listed on Family Law Form 12.900(h)	Required	
Case Title	Title from the case style or caption (i.e., In the Interest of, In RE: Estate of, Petitioner vs. Respondent, Plaintiff vs. Defendant, Appellant vs. Appellee)	Optional	
Document Submission Date/Time	The date and time the document was submitted to the portal	Portal	Portal
Document Completion Date/Time	The date and time the document was accepted by the clerk	Portal	Portal

Probate Legal XML Envelope

Data Element Name	Description	Initial Filing	Subsequent Filing
Judicial Circuit	Judicial circuit as indicated on the pleading case style (caption)	Portal	
Person Last Name	Text field Last name of person initiating the filing. If an attorney is filing the document, this should be the last name of the person on whose behalf the attorney is filing the document.	Required	
Person First Name	Text field First name of person initiating the filing. If an attorney is filing the document, this should be the first name of the person on whose behalf the attorney is filing the document.	Required	
Person Middle Initial	Text field Middle initial of person initiating the filing. If an attorney is filing the document, this should be the middle initial of the person on whose behalf the attorney is filing the document.	Optional	
Person Address Details	Text field Includes Address 1, Address 2, City, State, Zip+4, telephone number, email, fax	Optional	
Person DOB	Text field mm/dd/yyyy format	Optional	
Person Gender	Selected from a drop down list. Male/Female	Optional	
Person Race	Use FDLE categories	Optional	
Party ID	Will indicate on whose behalf the filing is made (e.g., child, mother, father, interested party, etc.)	Optional	
Bar Number	Text field Completed if filing made by an attorney. May be blank if filer is not an attorney	Required	
Law Firm/Agency	Text field If a private attorney, the name of the law firm. If a state employed attorney, the name of the agency (blank if attorney not involved in specific filing)	Optional	
Payment Information	Text field Credit Card info to include Account Number, Expiration, Type of Card, ACH transactions, and waiver of fee	Optional	

Probate Legal XML Envelope

Data Element Name	Description	Initial Filing	Subsequent Filing
Cost associated with filing	Numerical Value. Sometimes based on the number of individuals included in the filing. Some costs are associated with county ordinance.	Portal	
Fee Type	Type of Fee: Filing Fee	Portal	Optional
Filing Type	Selected from a drop down list of pleading types (e.g., Motion, Order, Petition, Pleading, etc.)	Required	
Trace Number	Individual identification number for the e filing	Portal	
County Name	Name of county case is being filed in	Required	
County ID	Two character county code as identified in statute	Portal	
Court Type	Trial or Appellate	Required	
Court Name Division	Indicates the divisions of the Court as reported in case style or caption (i.e., Family, Civil Traffic, Circuit Civil, County Civil, Circuit Criminal, County Criminal, Probate)	Required	
Court Name Subdivision	Optional: This field subdivides the "Court Name Division" field into more targeted groupings of court divisions to provide for efficient routing in those jurisdictions that use them. These may be different in different jurisdictions (e.g., Child Support, Family, Juvenile Delinquency, Juvenile Dependency, Domestic Relations, Domestic Violence, Juvenile Drug Court (child), Dependency Drug Court (parents), Unified Family Court)	Optional	
Uniform Case Number (UCN)	Text field The local case number translated into the statewide UCN format required for public display and state reporting. Year and Sequence number will generate the UCN for the filer.		Required
Decedent Last Name	Last name of person estate is regarding.	Required	
Decedent First Name	First name of person estate is regarding.	Required	
Decedent Middle Initial	Middle initial of person estate is regarding.	Optional	
Case Title	Title from the case style or caption (i.e., In the Interest of, In RE: Estate of, Petitioner vs. Respondent, Plaintiff vs. Defendant, Appellant vs. Appellee)	Optional	

Probate Legal XML Envelope

Data Element Name	Description	Initial Filing	Subsequent Filing
Document Submission Date/Time	The date and time the document was submitted to the portal	Portal	Portal
Document Completion Date/Time	The date and time the document was accepted by the clerk	Portal	Portal
Proceeding Type of Case	Selected from a drop down list. Probate Guardianship Trusts Baker Act Substance Abuse Act Other Social	Required	