

Parking

General Action Category	Code index	Code text	Code Definition	Activity Type/Case Stage	Restricted Use	Explanatory Text	Attach Party	Set tickler	Launch additional function	Launch financial function
Notice:	Active Calendar - Restored Case	Notice of Restoration of Case to Active Calendar	Notice that case has been returned from the inactive calendar to the active calendar.	Crt Notice						
Order:	Active Calendar - Restored Case - Denied	Order Denying Motion to Restore Case to Active Calendar	Court order refusing to return a case from the inactive calendar to the active calendar	Crt Decision			X			
Order:	Active Calendar - Restore Case - Granted	Order Restoring Case to Active Calendar	Court order returning a case from the inactive calendar to the active calendar. Trigger change in case status.	Crt Decision			X		X	
Filing:	Active Calendar - Restore Case - Request	Motion to Restore Case to Active Calendar	Filing asking the court to return a case from the inactive calendar to the active calendar	Subq Filing			X	X		
Filing:	Address Change - Party	Notice of Change of Address	Filing notifying the court of the change of address of a party or case participant. Trigger change in party or attorney address information.	Subq Filing			X		X	
Notice:	Address Change	Notice of Change of Address by Court	Notice issued by the court when it changes an address based on tax intercept information or receipt of correspondence with a different return address.	Crt Notice			X		X	
Filing:	Affirmance	Opinion Affirming Decision	Superior Court's opinion affirming the original decision	Appeal						
Order:	Amend - Denied	Order Denying Motion to Amend	Restricted Use. For use in recording a court order acting on an amendment motion for which no specific amendment motion code is appropriate. Text needed to describe the amendment denied.	Crt Decision	X	X	X			

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Order:	Amend - Granted	Order Granting Motion to Amend	Restricted Use. For use in recording a court order acting on an amendment motion for which no specific amendment motion code is appropriate. Text needed to describe the amendment approved. Trigger is not possible because matter amended cannot be predicted.	Crt Decision	X	X	X	
Filing:	Amend - Request	Motion to Amend	Restricted Use. Filing asking the court to allow an amendment of a previously filed document. For use only when no specific amendment motion code is appropriate. Text required describing what is to be amended.	Subq Filing	X	X	X	X
Filing:	Appeal - Acknowledgement from Superior Court	Acknowledgement of Receipt of Appeal	Acknowledgement from Superior Court of receipt of appeal from the limited jurisdiction court.	Appeal			X	
Notice:	Appeal Briefing Schedule	Notice of Briefing Schedule for Appeal	Notice provided the parties to the appeal providing them the dates to file their appellate briefs.	Appeal			X	X
Order:	Appeal - Dismiss For Non-Perfection - Denied	Order Denying Motion to Dismiss Appeal for Non-Perfection	Court order refusing to dismiss an appeal to the Superior Court for failure to perfect the appeal by ordering the preparation of the record on appeal within the time required by law or for failure to pay the required fee.	Appeal			X	
Order:	Appeal - Dismiss For Non-Perfection - Granted	Order Granting Motion to Dismiss Appeal for Non-Perfection	Court order dismissing an appeal to the Superior Court for failure to perfect the appeal by ordering the preparation of the record on appeal within the time required by law or for failure to pay the required fee. Trigger change in case status.	Appeal			X	X
Filing:	Appeal - Dismiss For Non-Perfection - Request	Motion to Dismiss Appeal for Non-Perfection	Filing asking court to dismiss an appeal to the Superior Court for failure to perfect the appeal by ordering the preparation of the record on appeal within the time required by law or for failure to pay the required fee.	Subq Filing			X	X

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Filing:	Appeal - To Superior Court	Notice of Appeal to Superior Court Perfecting Appeal	Filing appealing the lower jurisdiction court's ruling to the Superior Court. First filing that begins the Superior Court appeal process, filed in the limited jurisdiction court, which must be perfected before being submitted to the Superior Court. Trigger change in case status.	Appeal	X	X
Action:	Appeal - Perfected - Forwarded to Superior Court	Forwarded to Superior Court Transmittal of	When the briefs have been received they are forwarded to the Superior court for filing.	Appeal		
Action:	Appeal - Transmittal to Superior Court	Record on Appeal to Superior Court	Transmittal of the record on appeal to the Superior Court.	Appeal		
Filing:	Appeal Received by Superior Court	Acknowledgement of Receipt of Appeal	Superior Court's acknowledgment of receipt of the appeal	Appeal		
Filing:	Appellant's Brief and Reproduced Record	Appellant's Brief and Reproduced Record	Brief filed by the appealing party detailing the grounds upon which the appeal is based	Appeal	X	X
Filing:	Appellee's Brief and Reproduced Record	Appellee's Brief and Reproduced Record	Brief filed by the party not filing the appeal in response to the brief filed in support of the appeal.	Appeal	X	X
Filing:	Appearance Entry - Attorney	Entry of Appearance	Filing by an attorney stating that the attorney is representing a party in a case. Trigger entry of attorney information.	Subq Filing	X	X
Filing:	Appearance Entry - Attorney and Not Guilty Plea	Entry of Appearance and Entry of Not Guilty Plea	Filing of an attorney's entry of appearance together with a waiver of the client's right to be present at the arraignment and request that the court enter a plea of not guilty on the client's behalf. Trigger entry of attorney information, waiver of arraignment, and entry of not guilty plea.	Waiver	X	X
Filing:	Bankruptcy - Notice of Filing	Notice of Bankruptcy	Filing by interested party noting the filing of a bankruptcy petition with a statement that it stays further proceedings in the case. Trigger to place case on inactive calendar.	Subq Filing	X	X
Filing:	Bankruptcy Discharged	Notice of Discharge From Bankruptcy	Filing noting the entry of a discharge. The discharge closes the bankruptcy case and ends the automatic stay. Trigger to convert the case to the active calendar.	Crt Decision	X	X

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Order:	Bond - Convert - Denied	Order Denying Motion to Convert Bond	Court order refusing to convert a bond to pay a court obligation.	Crt Decision	X		
Order:	Bond - Convert - Granted	Order Converting Bond	Court order converting a bond to pay a court obligation. Trigger financial transactions converting bond and satisfying court obligation.	Crt Decision	X	X	X
Filing:	Bond - Convert - Request	Motion to Convert Bond	Filing requesting the court to convert a bond to pay a court obligation.	Subq Filing	X	X	
Order:	Bond - Exonerate - Denied	Order Denying Motion to Exonerate Bond Payer	Court order refusing to relieve the person filing a bond of any further liability on that bond.	Crt Decision	X		
Order:	Bond - Exonerate - Granted	Order Exonerating Bond Payer	Court order relieving the person filing a bond of any further liability on that bond. Trigger financial transaction exonerating bond and return of funds or security deposited.	Crt Decision	X	X	
Filing:	Bond - Exonerate - Request	Motion to Exonerate Bond	Filing requesting that the court relieve the person filing a bond of any further liability on that bond.	Subq Filing	X	X	
Order:	Bond - Forfeit - Denied	Order Denying Motion to Forfeit Bond	Court order refusing to direct the payment of all or part of a bond to the state.	Crt Decision	X		
Order:	Bond - Forfeit - Granted	Order Forfeiting Bond	Court order directing the payment of all or part of a bond to the state. Trigger financial transaction transferring cash to state or initiating the process of collecting on security deposited.	Crt Decision	X	X	
Filing:	Bond - Forfeit - Request	Motion to Forfeit Bond	Filing asking court to direct the payment of all or part of a bond to the state.	Subq Filing	X	X	
Notice:	Bond - Transferred	Notice of Transfer of Bond to Another Case	Record made when bond is transferred to another case in the same court. Text required identifying the case to which the bond is transferred.	Adm	X	X	
Order:	Bond - Waive - Denied	Order Denying Motion to Waive Bond	Court order refusing to waive the requirement that a party post bond.	Crt Decision	X		
Order:	Bond - Waive - Granted	Order Granting Motion to Waive Bond	Court order waiving the requirement that a party post bond.	Crt Decision	X		

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Filing:	Bond - Waive - Request	Motion to Waive Bond	Filing asking court to waive the requirement that a party post bond.	Subq Filing	X	X
Filing:	Bond Posted (Cash)	Bond Posted (Cash)	Record made when bond is posted in cash.	Subq Filing	X	
Filing:	Citation	Citation	Filing setting forth the criminal or ordinance violation charges against a person. (Greacen Associates recommends that this event be created automatically from the new case creation function.) Text needed for the citation number. Trigger to schedule next case event.	Initial Filing	X	X
Filing:	Complaint	Complaint	Filing setting forth the charges against a person. (Greacen Associates recommends that this event be created automatically from new case creation function.) Trigger for scheduling next case event.	Initial Filing	X	X
Order:	Complaint - Amend - Denied	Order Denying Motion to Amend Complaint	Court order refusing to allow an amendment to a complaint.	Crt Decision	X	
Order:	Complaint - Amend - Granted	Order Granting Motion to Amend Complaint	Court order allowing an amendment to a complaint. Trigger to enter new or amended charges and causes of action.	Crt Decision	X	X
Filing:	Complaint - Amend As a Matter of Right	Amendment of Complaint As a Matter of Right	Filing amending a complaint as a matter of right in allowed circumstances. Trigger to enter new or amended causes of action.	Subq Filing	X	X
Filing:	Complaint - Amend - Request	Motion to Amend Complaint	Filing requesting court approval of an amendment to a complaint.	Subq Filing	X	X
Filing:	Compliance Verification	Compliance Verification	Filing showing that offender has complied with a court order. Trigger to satisfy the terms of the court order. Trigger case closing when all incremental and associated compliance is complete.	Subq Filing	X	X

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			Court order postponing a court event for the court's own purposes, not at the request of a party. Do not use for an order extending the time allowed for a party to accomplish something. Text needed to identify the court event postponed. Trigger for scheduling new date for the court event. "Reset" is no longer a valid code.				
Order:	Continue -- Court	Order Continuing Case on the Court's Own Motion		Crt Decision	X	X	X
			Court order refusing to postpone a court event. Do not use for an order asking the court to extend the time allowed for a party to accomplish something. Party attached is the requesting party. "Reset" is no longer a valid code.				
Order:	Continue - Denied	Order Denying Motion for Continuance		Crt Decision		X	
			Court order postponing a court event. Do not use for an order extending the time allowed for a party to accomplish something. Text needed to identify the court event postponed. Party attached is the requesting party. Trigger for scheduling new date for the court event. "Reset" is no longer a valid code. Filing asking the court to postpone a court event. Do not use for a filing seeking to extend the time allowed for a party to accomplish something. Text needed to identify the court event the filer wishes to have the court postpone.				
Order:	Continue - Granted	Order Granting Motion for Continuance		Crt Decision	X	X	X
Filing:	Continue - Request	Motion for Continuance		Subq Filing	X	X	X
			Court order refusing to maintain a case on the active calendar. Note party requesting the continuation. Trigger moving case to the inactive calendar.				
Order:	Continue on Active Calendar - Denied	Order Denying Motion to Continue on Active Calendar		Crt Decision		X	X
			Court order maintaining a case on the active calendar. Text needed setting forth the period of time during which the case will be maintained on the active calendar without further case activity. Note party requesting the continuation. Trigger new date for consideration for transfer to inactive calendar.				
Order:	Continue on Active Calendar - Granted	Order Continuing Case on Active Calendar		Crt Decision	X	X	X

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Filing:	Continue on Active Calendar - Request	Motion to Continue on Active Calendar	Filing asking the court to maintain a case on the active calendar. Text needed setting forth the terms of the request.	Subq Filing	X	X	X
Order:	Conviction	Conviction Order Denying	Court order finding the defendant guilty of committing a crime or of violating a civil traffic or ordinance offense. Trigger to change case status.	Crt Decision		X	X
Order:	Correct Clerical Error - Denied	Motion to Correct Clerical Error	Court order denying motion to correct a clerical mistake.	Crt Decision		X	
Order:	Correct Clerical Error - Granted	Order Correcting Clerical Error	Court order correcting a clerical mistake. Text needed to describe the mistake corrected. Staff must make needed changes to the court's electronic records; a trigger is not possible because the nature of the mistake to be corrected cannot be anticipated.	Crt Decision	X	X	
Filing:	Correct Clerical Error - Request	Motion to Correct Clerical Error	Filing requesting the court to correct a clerical mistake. Text needed to describe the mistake to be corrected.	Subq Filing	X	X	X
Filing:	Correspondence	Correspondence Order Denying	Correspondence not constituting a filing. If it is possible that correspondence might constitute a filing, such as an answer or response, the clerk's office should provide it to a judge for review.	Subq Filing		X	X
Order:	Counsel - Substitute - Allow -- Denied	Motion to Allow Substitution of Counsel	Court order refusing to allow the withdrawal of one attorney and the appearance of another to replace the attorney withdrawing.	Crt Decision		X	
Order:	Counsel - Substitute - Allow - Granted	Order Granting Motion for Substitution of Counsel	Court order allowing the withdrawal of one attorney and the appearance of another to replace the attorney withdrawing. Trigger to change attorney information.	Crt Decision		X	X
Filing:	Counsel - Substitute - Request	Motion for Substitution of Counsel Order Denying	Filing requesting court approval of the withdrawal of one attorney and the appearance of another to replace the attorney withdrawing.	Subq Filing		X	X
Order:	Counsel - Withdraw - Allow - Denied	Motion for Withdrawal of Counsel	Court order refusing to allow an attorney to withdraw from the case.	Crt Decision		X	

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Order:	Counsel - Withdraw - Allow - Granted	Order Granting Motion for Withdrawal of Counsel	Court order allowing an attorney to withdraw from the case. Trigger to change attorney information.	Crt Decision	X	X
Filing:	Counsel - Withdraw - Request	Motion for Withdrawal of Counsel	Filing asking the court to allow an attorney to withdraw from the case.	Subq Filing	X	X
Action:	Credit Card Charge Rejected	Credit Card Charge Rejected	Court notation that credit card charge has been rejected.	Subq Filing	X	
Filing:	Deceased Party - Notice	Notice of Deceased Party	Filing notifying the court of the death of a party to a case. Trigger change in party or case status.	Subq Filing	X	X
Order:	Dismiss Case - Denied	Order Denying Motion to Dismiss	Court order refusing to dismiss case when motion did not state whether the dismissal requested was with or without prejudice.	Crt Decision	X	
Order:	Dismiss Case - Granted	Order Dismissing Case	Court order dismissing case without stating whether the dismissal is with or without prejudice. Trigger to close case.	Crt Decision	X	X
Filing:	Dismiss Case - Request	Motion to Dismiss	Filing asking court to dismiss case without stating whether the requested dismissal is with or without prejudice.	Subq Filing	X	X
Order:	Dismiss Case With Prejudice - Denied	Order Denying Motion to Dismiss with Prejudice	Court order refusing to dismiss case with prejudice	Crt Decision	X	
Order:	Dismiss Case With Prejudice - Granted	Order Dismissing Case with Prejudice	Court order dismissing case with prejudice Trigger to close case.	Crt Decision	X	X
Filing:	Dismiss Case With Prejudice - Request	Motion to Dismiss with Prejudice	Filing asking court to dismiss case with prejudice.	Subq Filing	X	X
Order:	Dismiss Case Without Prejudice - Denied	Order Denying Motion to Dismiss without Prejudice	Court order refusing to dismiss case without prejudice.	Crt Decision	X	
Order:	Dismiss Case Without Prejudice - Granted	Order Dismissing Case without Prejudice	Court order dismissing case without prejudice. Trigger to close case.	Crt Decision	X	X
Filing:	Dismiss Case Without Prejudice - Request	Motion to Dismiss without Prejudice	Filing asking court to dismiss case without prejudice.	Subq Filing	X	X
Order:	Dismiss Charge With Prejudice - Denied	Order Denying Motion to Dismiss Charge with Prejudice	Court order refusing to dismiss a charge in a case with prejudice.	Crt Decision	X	

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Order:	Dismiss Charge With Prejudice - Granted	Order Dismissing Charge with Prejudice Motion to Dismiss	Court order dismissing charge with prejudice. Trigger to delete charge.	Crt Decision	X	X
Filing:	Dismiss Charge with Prejudice - Request	Charge with Prejudice Order Denying Motion to Dismiss	Filing asking court to dismiss a charge in a criminal case with prejudice.	Subq Filing	X	X
Order:	Dismiss Charge Without Prejudice - Denied	Charge without Prejudice Order Dismissing	Court order refusing to dismiss charge without prejudice	Crt Decision	X	
Order:	Dismiss Charge Without Prejudice - Granted	Charge without Prejudice Motion to Dismiss	Court order dismissing charge without prejudice. Trigger to delete charge.	Crt Decision	X	X
Filing:	Dismiss Charge Without Prejudice - Request	Charge Without Prejudice	Filing asking court to dismiss a charge without prejudice.	Subq Filing	X	X
Notice:	Exhibit Release Receipt	Exhibit Release Receipt	Record that an exhibit submitted to the court has been released to the custody of a party or a party's agent.	Crt Notice	X	
Filing:	Exhibit Submitted	Exhibit	A document or thing filed with the court as evidence for use in a trial. Do not use this code for an "exhibit" that is an attachment to another document. Do not use this code for exhibits presented in the courtroom.	Subq Filing	X	
Order:	Extend Time - Denied	Order Denying Motion to Extend Time Allowed	Court order refusing to grant additional time to perform some court action. Use only if no specific "extend time" code is appropriate. Note party requesting extension.	Crt Decision	X	
Order:	Extend Time - Granted	Order Extending Time	Court order granting additional time to perform some court action. Use only if no specific "extend time" code is appropriate. Text needed to describe the court action for which additional time is granted and the new deadline. Note party requesting extension of time. Staff will have to manually locate the court records to be modified to reflect the order. An automatic trigger is not possible.	Crt Decision	X	X

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			Filing requesting additional time to perform some court action. Use only if no specific "extend time" code is applicable. Note the party requesting the extension of time. Text needed to describe the court action whose deadline is extended and the new deadline requested.					
Filing:	Extend Time - Request	Motion to Extend Time Allowed		Subq Filing	X	X	X	
Order:	Extend Time for Review - Denied	Order Denying Motion to Extend Time for Review	Court order refusing to grant additional time for review. Note the party requesting the extension of time.	Crt Decision		X		
Order:	Extend Time for Review - Granted	Order Extending Time for Review	Court order granting additional time for review. Note the party requesting the extension of time. Text needed for new deadline. Trigger to reset date for expiration of allowed time period.	Crt Decision	X	X		X
Filing:	Extend Time for Review - Request	Motion to Extend Time for Review	Filing requesting additional time for review. Note party requesting extension of time. Text needed for new deadline requested.	Subq Filing	X	X	X	
Notice:	Failure to Appear - Impending Warrant	Notice of Impending Warrant for Failure to Appear	Court order finding that person accused failed to appear. Trigger creation of bench warrant or default and transfer of case to inactive calendar.	Crt Notice		X		X
Notice:	Failure to Pay - Finding	Notice of Impending Warrant for Failure to Pay	Court order finding that defendant failed to pay court obligation according to court order. Trigger creation of bench warrant or default.	Crt Notice		X		X
Order:	FARE	Order Assigning Case to FARE program	Court order assigning a case to the Fees/Fines and Restitution Enforcement program. Trigger subsequent FARE actions.	Crt Decision		X		X
Filing:	Fax Received	Fax Received	Document filed was received by fax. Use this code in addition to the code appropriate for filing the document received by fax.	Subq Filing		X		
Order:	Fees - Defer - Denied	Order Denying Motion to Defer Fees	Court order refusing to defer payment of court fees.	Crt Decision		X		
Order:	Fees - Defer - Granted	Order Deferring Fees	Court order granting deferral of payment of court fees. Text needed for the terms of the deferral. Trigger for financial transaction creating deferred fee account.	Crt Decision	X	X		X X

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Filing:	Fees - Defer - Request	Motion to Defer Fees	Filing requesting that the payment of court fees be deferred.	Subq Filing	X	X		
Order:	Fees - Waive - Denied	Order Denying Motion to Waive Fees	Court order refusing to waive court filing and other fees.	Crt Decision	X			
Order:	Fees - Waive - Granted	Order Waiving Fees	Court order finding the requestor indigent and waiving court filing and other fees. Trigger financial transaction waiving fees.	Crt Decision	X		X	X
Filing:	Fees - Waive - Request	Motion to Waive Fees	Filing asking the court to waive the payment of filing and other court fees due to the indigency of the requestor.	Subq Filing	X	X		
Order:	Fine & Fees	Order Imposing Fine and Fees	Court order setting out the amounts of fines and fees imposed for a criminal conviction or an ordinance violation. Case management system should provide for entry of sentencing information. Trigger financial record of fees and fines owed.	Crt Decision	X			X
Scheduled:	Hearing	Hearing Scheduled	Hearing scheduled by court staff. Use only when specific hearing codes are not appropriate. Text needed to describe the type of hearing set. Trigger to generate notice of hearing.	Sched. Hrg.	X			X
Scheduled:	Hearing - Arraignment	Arraignment Scheduled	Arraignment scheduled by court staff. Trigger to generate notice of hearing.	Sched. Hrg.				X
Order:	Hearing - Arraignment Set	Order Scheduling Arraignment	Court order setting arraignment.	Crt Decision				
Scheduled:	Hearing - Identification	Identification Hearing Scheduled	Identification hearing scheduled by court staff. Trigger to generate notice of hearing.	Sched. Hrg.				X
Filing:	Hearing - Identification - Request	Motion for Identification Hearing	Filing asking the court to set an identification hearing.	Subq filing	X	X		
Order:	Hearing - Identification Set	Order Scheduling Identification Hearing	Court order setting identification hearing.	Crt Decision				
Scheduled:	Hearing - Motion	Motion Hearing Scheduled	Hearing on motion scheduled by court staff. Text needed to describe the type of motion set. Trigger to generate notice of hearing.	Sched. Hrg.				X
Order:	Hearing - Motion Set	Order Scheduling Motion Hearing	Court order setting hearing on motion.	Crt Decision				

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Scheduled:	Hearing - Motion for New Trial	Hearing on Motion for New Trial Scheduled	Hearing on motion for new trial scheduled by court staff. Trigger to generate notice of hearing.	Sched. Hrg.				X
Filing:	Hearing - Motion for New Trial - Request	Motion for Hearing on Motion for New Trial	Filing asking the court to set a hearing on a motion for new trial. If new trial is granted, then prior conviction will be set aside	Subq Filing		X	X	
Order:	Hearing - Motion for New Trial Set	Order Scheduling Motion for New Trial	Court order setting motion for new trial.	Crt Decision				
Scheduled:	Hearing - New Trial	New Trial Scheduled	New trial scheduled by court staff. Trigger to generate notice of hearing.	Sched. Hrg.				X
Filing:	Hearing - New Trial - Request	Motion for New Trial	Filing asking the court to set a time for a new trial.	Subq Filing		X	X	
Order:	Hearing - New Trial Set	Order Scheduling New Trial	Court order setting new trial.	Crt Decision				
Issued:	Hearing - Notice	Notice of Hearing	Notice of hearing issued by the court to all persons entitled to notice.	Crt Notice				
Filing:	Hearing - Request	Motion for Hearing	Filing asking court to set a hearing for a matter. Use only when specific hearing codes are inappropriate. Text needed to describe the type of hearing requested.	Subq Filing		X	X	X
Scheduled:	Hearing - Sentencing	Sentencing Scheduled	Sentencing hearing scheduled by court staff. Trigger to generate notice of hearing.	Sched. Hrg.				X
Order:	Hearing - Sentencing Set	Order Scheduling Sentencing	Court order setting sentencing hearing.	Crt Decision				
Scheduled:	Hearing - Trial by Declaration	Trial by Declaration Scheduled	Trial by declaration (where defendant has waived the right to be present and has presented his testimony in writing) scheduled by court staff. Trigger to generate notice of hearing.	Sched. Hrg.				X
Order:	Hearing - Trial by Declaration Set	Order Scheduling Trial by Declaration	Court order setting trial by declaration.	Crt Decision				
Filing:	Hearing - Trial by Declaration - Request and Waiver	Motion for Trial by Declaration	Filing waiving the defendant's right to be present at trial and asking the court to set a trial by declaration.	Subq Filing; Waiver		X	X	
Order:	Hearing Set	Order Scheduling Hearing	Court order setting a hearing. Use only when specific hearing codes are inappropriate. Text needed to describe the type of hearing set.	Crt Decision		X		

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Order:	Interpreter Appointment - Denied	Order Denying Motion to Appoint Interpreter	Court order declining to appoint an interpreter.	Crt Decision	X		
Order:	Interpreter Appointment - Granted	Order Appointing Interpreter	Court order appointing an interpreter. Interpreters can be appointed for parties or witnesses, as the court in its discretion deems necessary.	Crt Decision	X		
Filing:	Interpreter Appointment - Request	Motion to Appoint Interpreter	Filing requesting the appointment of an interpreter.	Subq Filing	X	X	
Filing:	Judge - Reassign - for Cause - Request	Motion to Reassign Judge (for Cause)	Filing seeking change of judge for cause and not as of right. Text needed to describe cause alleged.	Subq Filing	X	X	X
Filing:	Judge - Reassign - As of Right - Request	Motion to Reassign Judge (As of Right)	Filing exercising right to one change of judge per case. Need entry of party exercising right. Need automatic system check for previous filing in same case by same party. Trigger for reassignment of case.	Subq Filing	X	X	X
Order:	Judge - Reassign -- On Court's Own Initiative	Order Reassigning Judge (on Court's Own Initiative)	Court order issued sua sponte, not in response to a motion for change of judge, a recusal by a judge herself/himself , or a judge's conflict of interest. It may be used for a mass change of all of a judge's cases because of a judicial replacement or transfer of for reassignment for purposes of judicial administration. Trigger change in judge assigned in data base.	Crt Decision			X
Order:	Judge - Reassign - for Cause - Denied	Order Denying Motion to Reassign Judge (for Cause)	Court order declining to remove a judge from further participation in a case in response to a motion to reassign judge for cause.	Crt Decision	X		
Order:	Judge - Reassign - for Cause - Granted	Order Reassigning Judge (for Cause)	Court order removing a judge from further participation in a case in response to a motion to reassign judge for cause. Trigger change in judge assigned in data base.	Crt Decision	X		X
Order:	Judge - Reassign - As of Right - Denied	Order Denying Motion to Reassign Judge (As of Right)	Court order declining to remove a judge from further participation in a case in response to a motion to reassign judge as of right.	Crt Decision	X		

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Order:	Judge - Reassign - As of Right - Granted	Order Reassigning Judge (As of Right)	Court order removing a judge from further participation in a case in response to a motion to reassign judge as of right. Trigger change in judge assigned in data base.	Crt Decision	X	X
Order:	Judge - Reassign - Conflict - Denied	Order Denying Motion to Reassign Judge (Conflict)	Court order declining to remove a judge from a case because of an alleged conflict of interest with one of the parties, counsel, or a witness.	Crt Decision	X	
Order:	Judge - Reassign - Conflict - Granted	Order Reassigning Judge (Conflict)	Court order removing a judge from a case because of a conflict of interest with one of the parties, counsel, or a witness. Trigger change in judge assigned in data base.	Crt Decision	X	X
Filing:	Judge - Reassign - Conflict - Request	Motion to Reassign Judge (Conflict)	Filing asking a judge to remove him or herself from a case because of a conflict of interest with one of the parties, counsel, or a witness.	Subq Filing	X	X
Order:	Judge - Reassign - Recusal	Order Reassigning Judge (Recusal)	Court order by judge removing him or herself from a case. Use only when no other judge change code is appropriate. Need text explaining judge's recusal. Trigger change in judge assigned in data base.	Crt Decision	X	X
Order:	Judgment - Set Aside - Denied	Order Denying Motion to Set Aside Judgment	Court order refusing to vacate a judgment previously issued.	Crt Decision	X	
Order:	Judgment - Set Aside - Granted	Order Setting Aside Judgment	Court order vacating a judgment previously issued. Trigger change in case status to active case.	Crt Decision		X
Filing:	Judgment - Set Aside - Request	Motion to Set Aside Judgment	Filing asking court to vacate a civil judgment previously issued.	Subq Filing	X	X
Order:	Judgment and Sentence	Judgment and Sentence	Court order embodying the judgment of conviction and the terms of the sentence imposed. (Greacen Associates recommends that this document be produced automatically by the case management system using information on jail time, fines, fees, probation, and other terms and conditions of sentence entered by court staff in the courtroom.) Trigger case closing.	Crt Decision		X

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Filing:	List of Witnesses and Exhibits - Request	Motion for Witness and Exhibit Lists	Filing requesting a list of witnesses and evidence to be used at trial. Use this code for requests for lists of witnesses, or exhibits, or both.	Subq Filing	X	X
Filing:	List of Witnesses and Exhibits - Submission	Witness and Exhibit List	List of witnesses and evidence to be used at trial. Use this code for lists of witnesses, or exhibits, or both.	Subq Filing	X	
Action:	Mail Returned - Certified Unopened	Certified Mail Returned Unopened	Record that certified mail sent by the court to the address of record was returned undelivered.	Return	X	
Action:	Mail Returned - Undelivered	Mail Returned Undelivered	Record that mail sent by the court to the address of record was returned undelivered.	Return	X	
Filing:	Mailing - Proof	Proof of Mailing	Filing containing a certificate or affidavit showing that a document was mailed as required by court rule.	Subq Filing	X	
Filing:	Minute Entry	Minute Entry	Minute Entry filed in the official record and sent to parties entitled to notice. This constitutes a record that a hearing or trial was actually held. It is the only entry made to record that a hearing or trial was held. The substance of any orders made by the court during the hearing or trial will be entered with the "Order" codes, with an indication in text that a Minute Entry was issued.	Post-Hrg		
Order:	Mistrial - Denied	Order Denying Motion for Mistrial	Court order refusing to declare a mistrial.	Crt Decision	X	
Order:	Mistrial - Granted	Order Declaring Mistrial	Court order declaring a mistrial. Trigger to schedule new trial.	Crt Decision	X	X
Filing:	Mistrial - Request	Motion for Mistrial	Filing asking the court to declare a mistrial. This entry is only used for a written motion; it is not used for motions made in open court.	Subq Filing	X	X
Order:	Motion - Denied	Motion Denied	Restricted Use. Court order denying request for relief for which no more specific code is appropriate. Use only when the court denies a request in toto. If the court grants in part and denies in part, use appropriate "Order" code with explanatory text. Text needed stating request denied.	Crt Decision	X	X X

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Order:	Motion - Granted	Order Granting Motion	Restricted Use. Court order granting a motion, petition or application. For use only if no other more specific "order" code is appropriate. Text needed to set forth the request approved or granted. No trigger is possible for a code whose use is not predictable.	Crt Decision	X	X	X	
Filing:	Motion Filed	Motion	Restricted Use. Filing requesting court action. For use only when no more specific code is appropriate. Text needed setting forth the nature of the court action sought. Filing from a program or service to indicate that the person ordered to attend a class or otherwise participate in a program did not comply with the requirements of the court order.	Subq Filing	X	X	X	X
Filing:	Non-Compliance	Notice of Non-Compliance	Filing asking the court not to grant a previously submitted motion.	Subq Filing			X	X
Filing:	Objection To Motion	Objection to Motion	Court order recognizing that an obligation to the court has been satisfied by full payment. Use Satisfaction of Judgment to note completion of payment of an obligation to a party.	Subq Filing			X	
Order:	Obligation Satisfied	Court Obligation Satisfied	Restricted Use. Court order not otherwise specified in a code. For use only if all specific order codes are inappropriate. Text needed describing the order issued.	Crt Decision				X
Order:	Order	Order	Proposed order drafted by a party presented for review by a judge and entry as a court order if the judge finds it satisfactory. Some courts consider proposed orders to be "lodged" rather than "filed." This code represents Greacen Associates' recommendation that the receipt of all proposed orders be noted in the official court record, although the proposed orders themselves should not be date stamped until they have been signed by the judge.	Crt Decision	X	X		
Filing:	Order - Proposed	Proposed Order		Subq Filing			X	X

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Filing:	Plea - Not Guilty - by Mail	Not Guilty Plea by Mail	Filing by mail by a defendant residing within Arizona pleading not guilty to the charges against him or her.	Subq Filing	X		
Filing:	Plea - Not Guilty - by Mail - Out of State	Not Guilty Plea by Mail - Out of State	Filing by a defendant residing outside Arizona pleading not guilty to the charges against him or her.	Subq Filing	X		
Filing:	Plea - Guilty	Guilty Plea	Filing by the defendant pleading guilty to the charges against him or her. Trigger conviction information.	Subq Filing	X	X	
Filing:	Plea - Guilty by Mail (Out of County)	Guilty Plea by Mail (Out of County)	Pleas entered via US mail for defendants not residing in the county. Used often in Arizona courts, the document must clearly show that the defendant does not intend to appear at the hearing, and will accept the plea agreement reached with the prosecution. Trigger conviction information.	Subq Filing	X		X
Filing:	Plea - Not Guilty	Not Guilty Plea	Filing or statement in open court denying guilt of the offense charged.	Subq Filing	X		
Notice:	Proof Shown	Proof Shown	Notice in the court record accepting the proof shown, e.g., insurance, license, etc. Do not use for filing of a vehicle registration. Use Filing: Registration instead. Text needed to describe the proof filed. Trigger to close case.	Crt Decision	X	X	X
Filing:	Proof Submitted	Proof Submitted	Filing showing proof of some condition. Text needed to describe the proof shown, e.g., insurance, license, registration.	Subq Filing	X	X	
Filing:	Reconsideration - Request	Motion for Reconsideration	Filing asking the court to reconsider a previous ruling. Do not use for Post Conviction Relief or for Post Judgment Relief. Text needed to describe ruling the filer asks the court to reconsider.	Subq Filing	X	X	X
Order:	Referred to Collection Agency	Case Referred to Collection Agency	Court order referring an obligation owed to the court to a collection agency.	Crt Decision	X		
Filing:	Remand	Order from Superior Court Remanding Case	Superior Court's decision remanding the case back to the limited jurisdiction court for further information or retrial. Trigger calendaring application to set future events.	Appeal			X

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Filing:	Reversal	Superior Court Opinion Reversing Decision	Superior Court's opinion reversing the original decision	Appeal			
Order	Screening	Order for Screening	Restricted use. Order requiring a defendant to undergo screening. Use only if no specific screening code is appropriate. Text needed to describe the type of screening ordered.	Crt Decision	X	X	X
Order:	Sentence - Amend - Grant	Order Amending Sentence	Court order changing the terms of a sentence. Trigger for sentencing information.	Crt Decision		X	X
Order:	Stay - Appeal - Denied	Order Denying Motion to Stay Proceedings	Court order refusing to stay further proceedings pending appeal.	Crt Decision		X	
Order:	Stay - Appeal - Granted	Order Staying Proceedings Pending Appeal	Court order staying further proceedings pending appeal. Trigger placing case in inactive status.	Crt Decision		X	X
Filing:	Stay - Appeal - Request	Motion to Stay Proceedings	Filing asking the court to stay further proceedings pending appeal.	Subq Filing		X	X
Order:	Stay Proceedings - Denied	Order Denying Motion to Stay Proceedings	Court order refusing to stay further proceedings for any reason other than filing of an appeal.	Crt Decision		X	
Order:	Stay Proceedings - Granted	Order Staying Proceedings	Court order staying further proceedings for any reason other than filing of an appeal. Trigger placing case in inactive status.	Crt Decision		X	X
Filing:	Stay Proceedings - Request	Motion to Stay Proceedings	Filing asking the court to stay further proceedings for any reason other than the filing of an appeal.	Subq Filing		X	X
Order:	Subpoena	Subpoena	Subpoena issued requiring a party's attendance in court.	Adm		X	
Return:	Subpoena - Served	Return of Subpoena	Return of a subpoena with a certification that it was served.	Return		X	
Return:	Subpoena - Unserved	Return of Subpoena Unserved	Return of a subpoena with a certification that it was not served.	Return		X	
Order:	Suspend Fine - Denied	Order Denying Motion to Suspend Fine	Court order refusing to suspend imposition of a fine.	Crt Decision		X	

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			Court order suspending the imposition of a fine. Text is required to specify the conditions of the suspension, with a due date for an end to the suspension if applicable. Trigger for sentencing and financial information.	Crt Decision	X	X	X	X
Order:	Suspend Fine - Granted	Order Suspending Fine						
Filing:	Suspend Fine - Request	Motion to Suspend Fine	Filing asking court to suspend the imposition of a fine.	Subq Filing		X	X	
Filing:	Tape - Request	Motion for Tape of Proceedings	Filing asking the clerk's office to prepare a tape of a recording of a proceeding.	Subq Filing		X	X	
Order:	Tax Intercept Program	Order Assigning Case to Tax Intercept Program	Order assigning a case to the tax intercept program for collection of amounts due to the court. Trigger notification of the tax intercept program.	Subq Filing		X		X
Notice:	To Appear	Notice to Appear	Notice issued by the court for a party or non-party to appear in court.	Crt Notice		X		
Filing:	Transcript - Request	Motion for Transcript	Filing requesting a transcript in a case.	Subq Filing		X	X	
Filing:	Transcript Submitted	Transcript	Transcript received from another court.	Subq Filing		X		
Filing:	Transcript Submitted - from Another Court	Transcript from Another Court	Transcript received from another court.	Subq Filing		X		
Filing:	Transmittal - Request	Motion for Transmittal of Record on Appeal	Filing asking the clerk to prepare and transmit the record on appeal to the appellate court.	Appeal		X	X	
Notice:	Transmittal Certificate	Certificate of Transmittal of Record on Appeal	Clerk's certificate that the record on appeal has been transmitted to the appellate court.	Appeal				
Order:	Under Advisement - Case	Case Taken Under Advisement	Court order taking decision of a case under advisement for ruling at a later date.	Crt Decision				X
Order:	Under Advisement - Case - Ruling	Ruling on Case Taken Under Advisement	Court order ruling on a case taken under advisement. Also enter code for the appropriate order entered.	Crt Decision				
Order:	Under Advisement - Issue	Issue Taken Under Advisement	Court order taking an issue under advisement for ruling at a later date.	Crt Decision				X
Order:	Under Advisement - Issue - Ruling	Ruling on Issue Taken Under Advisement	Court order ruling on an issue taken under advisement. Also enter code for the appropriate order entered.	Crt Decision				
Order:	Vacate - Denied	Order Denying Motion to Vacate	Court order denying a motion to vacate a court decision.	Crt Decision		X		

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Order:	Vacate - Granted	Order Vacating Decision	Court order vacating anything but a trial or hearing. Use Vacate - Trial/Hearing for that purpose. Text needed to identify the decision vacated. Trigger scheduling to set new date and time for the activity vacated.	Crt Decision	X	X	X
Filing:	Vacate - Request	Motion to Vacate Order Denying Motion to Vacate Hearing	Filing asking the court to vacate anything but a trial or hearing. Use Vacate - Trial/Hearing for that purpose. Text needed to identify the event requested to be vacated.	Subq Filing	X	X	X
Order:	Vacate Hearing - Denied		Court order refusing to vacate a hearing. Court order vacating a hearing. Text needed to identify the event vacated. Trigger scheduling of new date and time for the event vacated.	Crt Decision	X		
Order:	Vacate Hearing - Granted	Order Vacating Hearing	Filing asking the court to vacate a hearing. Text needed to identify the event requested to be vacated.	Crt Decision	X	X	X
Filing:	Vacate Hearing - Request	Motion to Vacate Hearing Order Denying Motion to Vacate Trial		Subq Filing	X	X	X
Order:	Vacate Trial - Denied		Court order refusing to vacate a trial. Court order vacating a trial or hearing. Text needed to identify the event vacated. Trigger scheduling of new date and time for the event vacated.	Crt Decision	X		
Order:	Vacate Trial - Granted	Order Vacating Trial	Filing asking the court to vacate a trial or hearing. Text needed to identify the event requested to be vacated.	Crt Decision	X	X	X
Filing:	Vacate Trial - Request	Motion to Vacate Trial		Subq Filing	X	X	X
Order:	Verdict - Responsible	Verdict of Responsible	Finding of guilt pronounced by judge. Trigger further actions in the case.	Crt Decision		X	X
Order:	Verdict - Not Responsible	Verdict of Not Responsible	Finding of not guilty pronounced by judge. Trigger further actions in the case.	Crt Decision		X	X