



Service Description Document: CCMS Data Exchange INI805

COURT RECEIVES CASE INITIATION
FILING - CIVIL LIMITED/UNLIMITED
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Revision History

Version	Date	Author	Description of Changes
1.0.0	June 2011	M. West	First release

Reference Documents

Version	Date	Document Title	Author
9.0	June 2011	ISB and CCMS Data Exchange Overview	Deloitte Consulting
9.0	June 2011	Data Exchange Functional Design Guidelines	Deloitte Consulting
2.0.0	September 2011	Data Exchange Common Technical Requirements	AOC
1.0.0	September 2011	INI805 Data Exchange Specification	Deloitte Consulting/AOC/SEARCH
1.0.0	June 2011	Service Description Document: CCMS EFL902 – Court Sends Clerk Review Rejection Notification	Optimum Technology
1.0.0	June 2011	Service Description Document: CCMS Data Exchange INI816 Court Receives Subsequent Case Filing	Optimum Technology
1.0.0	June 2011	Service Description Document: CCMS Data Exchange INI924 Court Sends Case Initiation Filing – Civil Limited/Unlimited Confirmation Notification	Optimum Technology
9.0	July 2011	CCMS Data Exchange Errors	9.0
1.0	July 2010	Court Policy File Overview	1.0
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1.0 Executive Summary

1.1 Purpose

The purpose of this document is to provide integration partners with descriptive information regarding the context and business processes when preparing to implement data exchanges with the California Court Case Management System (CCMS). This document details the exchange content requirements and related business requirements needed for a trial court to receive a case initiating filing document from an integration partner to initiate a civil limited or unlimited case for any case type.

Integration partners most likely to use this data exchange include:

- Electronic filing service providers

This document reflects agency business rules and policies that have a direct impact on the system interactions among court and integration partners. This is a companion to the exchange specifications contained in the exchange eXtensible Markup Language (XML) schemas, Web Service Description Language (WSDL) files, and the “*CCMS Data Exchange Common Technical Requirements*,” and should be reviewed along with those documents when preparing for deployment. The XML schemas, WSDLs, and Common Technical Requirements provide specific technical details regarding message structures and implementation requirements, including infrastructure, security, and deployment information. Collectively, these documents provide all of the information an integration partners requires to send and receive data with CCMS for this exchange.

The information contained here compiles court-specific information from a number of AOC documents and resources, including the “*CCMS Data Exchange Functional Design*,” “*CCMS Core Application Functionality*,” and the “*CCMS Technical Architecture*.” The content of this Service Description Document provides integration partners with a concise, detailed explanation of data exchange content and related business processes, and includes the following topics:

- Exchange description
- Events and conditions
- CCMS business processes and rules
- CCMS data requirements
- Message patterns
- Exceptions, acknowledgements, errors
- Other descriptive information

This document is based on the [Global Justice Reference Architecture’s Service Specifications Guidelines](#)¹.

¹ <http://www.it.ojp.gov/default.aspx?area=nationalInitiatives&page=1015#RefSSPs>

Prior to implementing data exchanges with CCMS, it is strongly advised that each integration partner participate in a readiness assessment prepared by the AOC in partnership with the courts. This assessment, called the “*Local Integration Assessment Methodology (LIAM)*,” consists of four phases that provide integration partners and the courts with necessary information prior to implementation activities. Figure 1 describes this process in more detail.

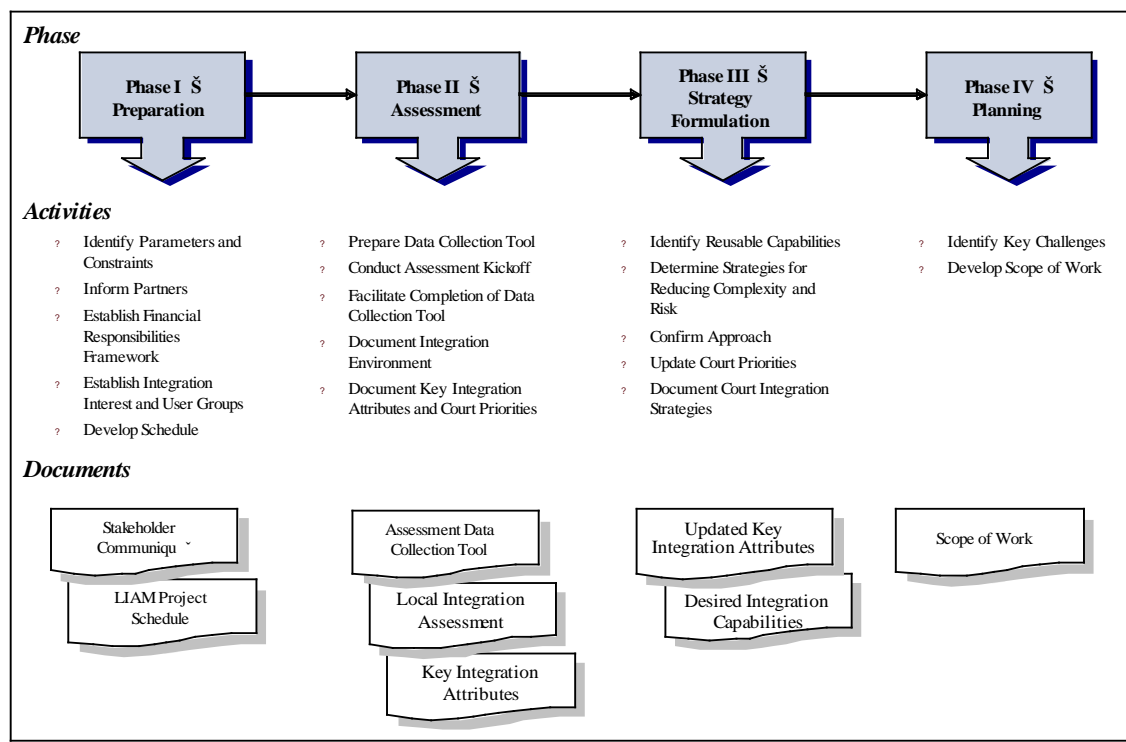


Figure 1. Implementation Phases

Alternatively, an integration partner can choose to participate in the “*LIAM Light*” assessment, which focuses on replacing existing electronic exchanges instead of automating new exchanges.

After CCMS is deployed with the replaced existing exchanges, integration partners may want to use the full LIAM to assess other business processes that can be automated using other exchanges.

1.2 Audience

Audiences for this document are subject matter experts (SMEs) and technical staff, who need to understand how this data exchange works in order to implement it between an integration partner and CCMS. Known audiences include:

- Integration partner CCMS Data Exchange Implementation Team
- CCMS Deployment Team
- AOC Data Integration staff, including business analysts, developers, and architects, etc.

- Integrated Services Backbone (ISB) vendors
- CCMS vendors
- Court CCMS project managers and SMEs

1.3 CCMS Data Exchange Overview

As part of the CCMS project, 121 data exchanges servicing all case types were developed to enable courts and their integration partners to exchange information using CCMS. Sixty-three exchanges are based on data exchange standards established in the [National Information Exchange Model](#)² (NIEM), and 58 exchanges are based on California judicial branch XML schema. It is important to note that each of the 121 exchanges is actually a set of exchanges that includes individual exchanges for Request, Response, and Error Handling. A complete list of CCMS data exchanges is available on the [Integration Partners website](#)³.

1.4 Assumptions

| **The** following is a list of current assumptions:

- Integration partners and courts have completed their LIAM process as a prerequisite to implementing data exchanges.
- Integration partners have a working proficiency with Web services and XML, and a basic understanding and knowledge of the NIEM structure and implementation concepts.

1.5 Risks

To date, there are no risks identified for this exchange.

1.6 Conventions Used in this Document

1.6.1 Exchange naming convention

During the data exchange development process, the AOC adopted a standard naming convention to describe the “action” of the exchange from the court perspective, and applied an alphanumeric categorization for various court functions. Each follows this format:

<Application>-<Interface Number><Interface Name>

² <http://niem.gov/>

³ <http://www.courts.ca.gov/partners/integration.htm>

Where:

- Application is CCMS
- *Interface Number* consists of code name of functional area (two or three letters (e.g., “DOJ” for Department of Justice-related data exchanges)), and a three-digit number:
 - If the first digit is “8” then CCMS is receiving the data from an integration partner.
 - If the first digit is “9” then CCMS is sending the data to an integration partner.
 - The remaining two digits identify the unique integer ID sequentially assigned to the data exchange.
- *Interface Name* is descriptive name of the data exchange.

Examples:

- CCMS-V4-DOJ802 Receive Disposition Error Report Notification
 - CCMS receives data from an integration partner.
- CCMS-V4-DOJ901 Send Initial, Subsequent Disposition Notification
 - CCMS sends data to an integration partner.
 - CCMS sends data to the integration partner.

2.0 Exchange Description

This section outlines the requirements and functional design for the INI805 Receive Case Initiation Filing – Civil Limited/Unlimited data exchange. A trial court uses this California judicial branch XML schema-based data exchange to receive a case initiating filing document from any integration partner to initiate a civil limited or civil unlimited case for any case type.

The response to this data exchange indicates successful delivery of the incoming request or an error message if an error is encountered. In case of successful delivery, the entire set of request data is echoed back to the integration partner. In case of error, an error message is sent back with a description of the error.

This data exchange, like all exchanges subject to a court clerk review, uses several Common Element Blocks (CEBs). A CEB is a set of related data elements that appear in multiple court data exchanges. CEBs allow court and integration partner development staff to define a business concept once, (e.g., case filing, case participant, payment, and scheduling information) and reuse these groups across exchanges rather than listing them individually for each exchange. Adopting this CEB approach and emphasizing reuse increases efficiencies by reducing the amount of redundant programming during implementation.

2.1 Capabilities

This service provides the ability for a trial court (service provider) to **receive** a case initiating filing document from an integration partner (service consumer) to initiate a civil limited or unlimited case for any case type.

2.2 Real World Effects

This service provides the ability for an integration partner (service consumer) to file (**send**) a case initiating document with a trial court (service provider) to initiate a civil limited or unlimited case for any case type. This exchange may be used when an integration partner submits a:

- Harassment filing document for a client
- Petition for name change filing document for a client

2.3 Related Forms and Exchanges

2.3.1 Business response exchanges

All exchanges subject to clerk review have corresponding “business response” exchanges that describe the outcome of the court clerk’s review. One of two exchanges handles the subsequent business response to this data exchange:

- The CCMS-V4-EFL902 Send Clerk Review Rejection Notification data exchange, contains rejection information in response to the court clerk’s review of the initial filing.

- The CCMS-V4-INI924 Send Case Initiation Filing – Civil Limited/Unlimited Confirmation Notification data exchange confirms the initial filing successfully passed the clerk review and contains the pertinent case filing information.

2.3.2 Related exchanges

The related exchanges in this section identify associated exchanges integration partners may use to modify, update, or complete a correlated business process. All amended and additional case filings are received by the trial court using the CCMS-V4 INI816 Receive Subsequent Case Filing data exchange.

2.3.3 Related Forms

“Related forms” refers to forms, reports, or other documents currently used by courts and integration partners for the types of documents that may be included in this data exchange. This list is not exhaustive and is not an authoritative list of documents replaced by the data exchange; it is only for informational purposes.

- There are no related forms.

2.4 Assumptions and Dependencies

The data exchange specification package includes a data mapping specification based on the CCMS-specific definitions used in this exchange. Each integration partner is responsible for mapping or performing data translations if necessary, for all content (including coded values) sent and received using this exchange.

3.0 Primary and Alternate Information Flows

This section provides a basic description of the exchange sequence and flow between an integration partner and CCMS; it explains the primary scenario for successful delivery and receipt of data exchange content, and the “alternate” flow of information for error and exception handling scenarios. Additional diagrams and descriptions of information flows are found in the *“Data Exchange Functional Design Guidelines.”*

3.1 Primary Flow

1. An integration partner sends a case initiation filing request to the ISB.
2. The ISB receives the case initiation filing request, performs schema validation, and forwards the message to CCMS.
3. CCMS receives the message and performs business validations on the data exchange per the rules outlined in [Section 6.0, Additional Business Rules and Processes](#).
4. CCMS sends a success or failure response to the ISB.
5. The ISB receives the response message, performs schema validation, and forwards the response to the integration partner.
6. The integration partner receives the response and takes appropriate action.

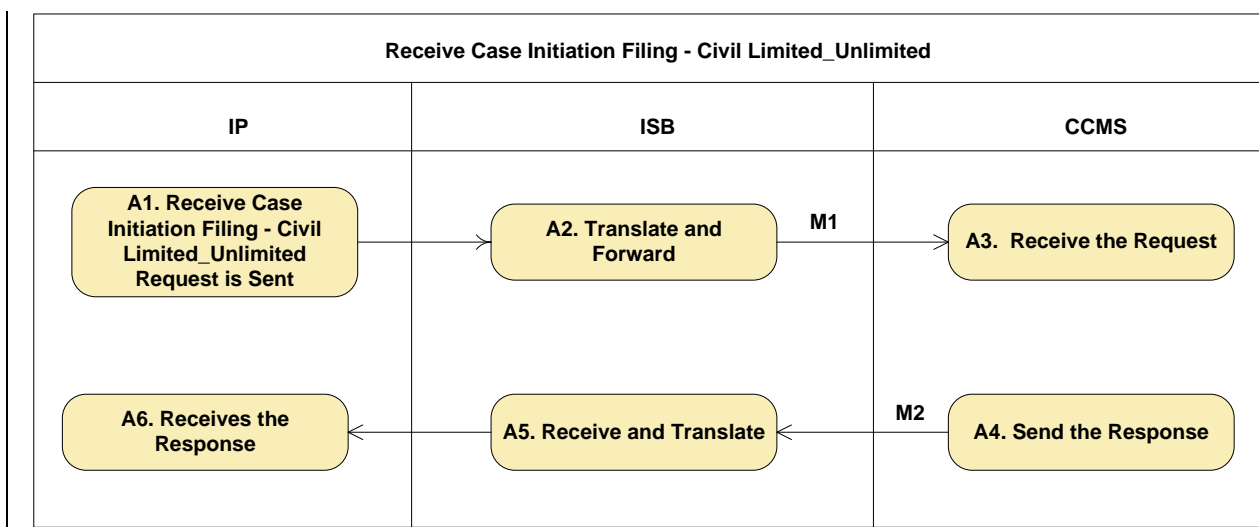


Figure 2. Court Receives Case Initiation Filing – Civil Limited/Unlimited Activity Diagram

3.2 Alternate Flow

This exchange includes three possible alternate flows, depending upon the nature of the problem.

- The ISB returned a positive acknowledgement to the source system (integration partner), and an exception occurs within the ISB, (e.g., schema validation) before the request is forwarded to the target system (CCMS). The ISB handles the exception and sends a response (containing failure reason) to the source system (the integration partner).
- The ISB returned a positive acknowledgement to the source system (integration partner), and an exception occurs when the ISB attempts to forward the request to the target system (CCMS). The ISB handles the exception and sends a response (containing failure reason) to the source system (integration partner).
- The ISB forwards the request to the target system (CCMS) and receives a negative acknowledgement, (e.g., syntactic data error) from the target system. The ISB handles the exception and sends a response (containing failure reason) to the source system (integration partner). This exchange includes three possible alternate flows, depending upon the nature of the problem.

3.3 Messages

A data exchange message⁴ is a complete package of information sent between the courts and an integration partner. This exchange includes three distinct types of messages.

1. Request message
 - a. The Request message contains the case initiation filing request sent from an integration partner to a court. This exchange contains the civil limited/unlimited case information (e.g., participants, filing document, filed by/refers to identifier).
2. Response messages
 - a. The Success Response message contains delivery confirmation data with status information (e.g. 'Received'), along with the original request message echoed back to the sender. The Success Response message informs the integration partner that CCMS received the request, and the court clerk will perform a subsequent and separate review.
 - b. The Error Response message contains one or more errors and their description, sent by the court to the originating integration partner. This message informs the integration partner that the case initiation filing information was not successful and corrective action is required.

⁴ As defined in the Justice Reference Architecture v1.8 February 2010.

3. Business responses

- a. CCMS-V4-INI924 Send Case Initiation Filing – Civil Limited/Unlimited
Confirmation Notification data exchange is the subsequent business response to this exchange. This exchange confirms the initial filing. This exchange confirms the initial filing successfully passed the clerk review process and contains the pertinent case filing information.
- b. The CCMS-V4-EFL902 Send Clerk Review Rejection Notification exchange contains rejection information in response to the court clerk's review of the initial filing. This message informs the originating integration partner the judgment or order filing did not pass the court clerk review and corrective action is required.

4.0 Exchange Context

This section provides integration partners with specific information regarding the context of the exchange.

4.1 *Triggering Events*

An integration partner sends the trial court the civil limited or unlimited filing.

- Conditions = None

4.2 *Subsequent Events*

The court accepts the filing for review and subsequent processing.

- Conditions = None

5.0 Data Exchange Errors and Exceptions

The document titled “*CCMS Data Exchange Errors*” contains all exchange specific errors that may occur between an integration partner and CCMS. It includes three sections that list error codes, names, and descriptions for each type below.

- **Transient and Non-Transient Errors** may occur while the message is processed by the ISB.
- **Functional Errors** may occur while processing messages in the ISB or CCMS.
- **Transactional Errors** may occur while processing a message in CCMS according to the Business Rule validations identified in [Section 6.0 Additional Business Rules and Processes](#).

6.0 Additional Business Rules and Processes

This section contains additional business rules and process requirements for an integration partner to successfully send or receive information from CCMS. The content of this section reflects specific rules that either cannot or are not enforced in the technical specifications that accompany the onboarding documents, specifically the mapping spreadsheets, exchange schemas, and code schemas. Integration partners must rely on this information to produce and consume valid messages exchanged with CCMS.

This data exchange uses several CEBs, which contain an over-inclusive set of data elements that may or may not be required for this data exchange. Consequently, Table 1 may include errors that do not apply to this exchange and integration partners should disregard these types of errors accordingly. Shaded elements indicate that the element appears multiple times in the data exchange and may have unique rules depending on the context of its use.

6.1 Business Rules

Table 1. Business Rules

Referenced Element	Business Rule Description
Request	
Accept Judicial Officer	Accept Judicial Officer can only be sent when the Filing Type is “Case Management”
Address Type	Branch: Court. Case. Additional Case Info. Premises Address <ul style="list-style-type: none"> Applicable when Case Type is “Unlawful Detainer – Commercial”
	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is “Postal Address”
	(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address <ul style="list-style-type: none"> Required when Payment Method is “Online Credit Card”
ADRProgram	<ul style="list-style-type: none"> Applicable when Filing Type is “Alternative Dispute Resolution” Values are a combination of the ADR Program Name and the Assigned Neutral
Amended	Required if this is an amendment. Not applicable when the Filing Type is: <ul style="list-style-type: none"> Transferred Filings Trial By Declaration
Amount Not to Exceed	<ul style="list-style-type: none"> Required when there is a fee and the fee amount is greater than zero. Payment methods of “Online Credit Card” and “E-Filing” are mutually exclusive; only one may be sent. Digits can be 0-9 Amount must match the total amount owed Only available when the Payment Method is “Online Credit Card.”
Amount Received (Amount Received \$)	<ul style="list-style-type: none"> Required when there is a fee and the fee amount is greater than zero. Digits can be 0-9 Must be greater than zero
Attachment .JPG or .JPEG or .GIF	Must be in .JPG, .JPEG, or .GIF format and less than 100 KB in size

Referenced Element	Business Rule Description
Attorney Fees and Costs	Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories
Attorney XML ID	Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories
Begin Date	<ul style="list-style-type: none"> YYYY-MM-DD Field available based on the ID Type selected. Required for the following ID Types: <ul style="list-style-type: none"> Passport Card Number Passport Number
Birth Country	State/Birth State is available only when Birth Country is “United States of America”
Birth State	State/Birth State is available only when Birth Country is “United States of America”
Body Part	Only valid when Category is “Person”
Bond Amount	Only applicable when the Filing Type is: <ul style="list-style-type: none"> Appeals Case Initiation Estates Stays
Box Number	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is “Postal Address” Allowable only when the Address Type is “Military” Required if Address Type is “Military A.P.O. Box” Required if Address Type is “Military F.P.O. Box”
	(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address <ul style="list-style-type: none"> Required when Payment Method is “Online Credit Card” Applicable only when Address Type is “Military” Required if Address Type is “Military A.P.O. Box” Required if Address Type is “Military F.P.O. Box”
Build	Only valid when Category is “Person”
Building	<ul style="list-style-type: none"> Required if the Resource Type is Department. Applicable when a Location value is selected.
Calendar Type	Not available when the Scheduling Option is “Reserved”
CalWorks or TANF	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
CAPI	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”

Referenced Element	Business Rule Description
Card Number	<ul style="list-style-type: none"> Required when there is a fee and the fee amount is greater than zero. Payment methods of “Online Credit Card” and “E-Filing” are mutually exclusive; only one may be sent. Must contain the correct number of digits for the Card Type Required when Payment Method is “Online Credit Card” Card number must contain the correct number of digits for card type selected (Visa/MC/Discover = 16 and Amex = 15).
Card Type	<ul style="list-style-type: none"> Required when there is a fee and the fee amount is greater than zero. Payment methods of “Online Credit Card” and “E-Filing” are mutually exclusive; only one may be sent. Only applicable when Payment Method is “Online Credit Card” Required when Payment Method is “Online Credit Card”
Case Number	External Case Number and V4 Case Number are mutually exclusive and only one may be sent.
Case Participant XML ID	<p>(CEB05) Branch: Court. Case. Participant</p> <ul style="list-style-type: none"> Must be unique and must be sequential starting with the number 1 <p>(CEB07) Branch: Court. Case. Payment Record. Payor Information</p> <ul style="list-style-type: none"> Required when Payment Method is “Online Credit Card” Must be an existing Case Participant XML ID
Case Participant XML ID for Associate	Must be an existing Case Participant XML ID
Case Settled for 10k	<ul style="list-style-type: none"> Allowable values are: <ul style="list-style-type: none"> Case settled for \$10,000 or more = M Case settled for less than \$10,000 = L Applicable when Filing Type is “Notices”
Case Sub-Type	Not available for editing when in the context of a Family Law case.
Case Year	External Case Number and V4 Case Number are mutually exclusive and only one may be sent. Must be in YYYY format
Challenged Judicial Officer	Only applicable when Filing Type is “Challenge”
Change in Financial Situation	<p>Only applicable when Filing Type is “Notices”</p> <p>Allowable values are:</p> <ul style="list-style-type: none"> End Fee Waiver = E Request Court Review = R
Child Custody	<p>Applicable to:</p> <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories <p>For Family Law, when filing a Modification of OSC (FL-300) or Notice of Motion (FL-301), modification checkbox on at least one or more issue checkboxes on the “Issues” tab must be selected.</p>
Child Custody and Visitation – Enforce	<p>Applicable only if an attorney is selected in the Attorney dropdown</p> <p>Applicable to:</p> <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories

Referenced Element	Business Rule Description
Child Custody and Visitation – Establish	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories
Child Custody and Visitation – Modify	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories
Child Custody and Visitation Modify Describe in Detail	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories
Child Support	Applicable to: <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories For Family Law, when filing a Modification of OSC (FL-300) or Notice of Motion (FL-301), modification checkbox on at least one or more issue checkboxes on the “Issues” tab must be selected.
Child Support – Describe in Detail	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories
Child Support – Enforce	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories
Child Support – Establish	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories
Child Support – Modify	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories

Referenced Element	Business Rule Description
City	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is “Postal Address” Required when Country selected is “United States of America” When Address Type is “Military A.P.O.” or “Military F.P.O.” the City element must be populated with one of the State.xsd values below: <ul style="list-style-type: none"> <Blank> Military in America = AA Military (Europe, Mid East, Africa, Canada) = AE Military in the Pacific = AP
	Branch: Court. Case. Additional Case Info. Premises Address <ul style="list-style-type: none"> Applicable when Case Type is “Unlawful Detainer – Commercial”
	(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address <ul style="list-style-type: none"> Required when Payment Method is “Online Credit Card” Not applicable when Address Type is “International” Required when Country is United States When Address Type is “Military APO” or “Military FPO” the City element must be populated with one of the State.xsd values below: <ul style="list-style-type: none"> <Blank> Military in America = AA Military (Europe, Mid East, Africa, Canada) = AE Military in the Pacific = AP
Class	Required for the following ID Types: <ul style="list-style-type: none"> Driver’s License Number
Class Action	Applicable to the following Civil Limited Case Types: <ul style="list-style-type: none"> Antitrust/Trade Regulation Asbestos Asset Forfeiture Breach of Contract/Warranty Business Tort Civil Rights Other Collections Rule 3.740 Collections Construction Defect Contract – Other Defamation Enforcement Fraud Insurance Coverage Insurance Coverage Claims Intellectual Property Judicial Review – Other Medical Malpractice Misc Complaints – Other Other Employment Other Real Property Petition – Partnership & Corporate Governance Petition re: Arbitration Award Petitions – Other

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warrant • Business Tort • Civil Rights • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Enforcement • Fraud • Harassment • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Employment • Other Real Property • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Writ of Mandate • Wrongful Eviction • Wrongful Termination
Code	Only valid when Category is “Person”
Complex Case	<p>Applicable to the following Civil Limited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Enforcement • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Medical Malpractice • Misc Complaints – Other • Other Employment • Other Real Property • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warrant • Business Tort • Civil Rights

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Enforcement • Fraud • Harassment • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Employment • Other Real Property • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Writ of Mandate • Wrongful Eviction • Wrongful Termination
Complex Case – Designation	<p>Required and enabled if “Complex Case” checkbox is selected. Applicable to the following Civil Limited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Enforcement • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Medical Malpractice • Misc Complaints – Other • Other Employment • Other Real Property • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warrant • Business Tort • Civil Rights • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Enforcement • Fraud • Harassment • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Employment • Other Real Property • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Writ of Mandate • Wrongful Eviction • Wrongful Termination
Complex Reason	<p>Required and enabled if “Complex Case” checkbox is selected. Applicable to the following Civil Limited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Enforcement • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Medical Malpractice • Misc Complaints – Other • Other Employment • Other Real Property • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warrant • Business Tort • Civil Rights

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Enforcement • Fraud • Harassment • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Employment • Other Real Property • Petition for Abandonment • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Writ of Mandate • Wrongful Eviction • Wrongful Termination
Conditional Settlement Date to Dismiss	<ul style="list-style-type: none"> • Must be in date format: YYYY-MM-DD • Only applicable when Filing Type is “Notices” • Applicable only when Filing Document is “Notice of Settlement”
Contempt	<p>Applicable only if an attorney is selected in the Attorney dropdown</p> <p>Applicable to:</p> <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories
Contempt – Describe in Detail	<p>Applicable only if an attorney is selected in the Attorney dropdown</p> <p>Applicable to:</p> <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories

Referenced Element	Business Rule Description
Costs \$	<ul style="list-style-type: none"> Only applicable when Case Category is “Small Claims” Must be a valid currency amount
Country	Branch: Court. Case. Additional Case Info. Premises Address <ul style="list-style-type: none"> Applicable when Case Type is “Unlawful Detainer – Commercial”
	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is “Postal Address” “United States of America” is not available when Address Type is “International Address” Not applicable when Address Type is “Military A.P.O. Box” or “Military F.P.O. Box” Required for the following ID Types: <ul style="list-style-type: none"> Passport Card Number Passport Number
	(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address <ul style="list-style-type: none"> Required when Payment Method is “Online Credit Card” Not applicable when Address Type is “Military A.P.O. Box” or “Military F.P.O. Box” “United States of America” is not available when Address Type is “International Address”
County	Required for the following ID Types: <ul style="list-style-type: none"> County ID Number Death Certificate Number Other ID Card Number Probation Department Juvenile (PDJ) Number Probation Number
County Relief or General Assistance	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
Court Code	(CEB11) Branch: Court. E Filing Court Information <ul style="list-style-type: none"> A number, ranging from 1 to 58
	(CEB08) Branch: Court. Case, Event. Related Cases. Case Number. CCMS-V4 Case Number <ul style="list-style-type: none"> External Case Number and V4 Case Number are mutually exclusive and only one may be sent.
Court-Appointed Interpreter Fees for a Witness	Applicable when Filing Type is “Fee Waiver-Additional”
CVV2	<ul style="list-style-type: none"> Required when there is a fee and the fee amount is greater than zero. Payment methods of “Online Credit Card” and “E-Filing” are mutually exclusive; only one may be sent. Must contain the correct number of digits for the Card Type Required when Payment Method is “Online Credit Card” Must contain the correct number of digits for the card type selected (Visa/MC/Discover = 3 and Amex = 4).
Date Able to Pay Court Fees and Costs After	<ul style="list-style-type: none"> Must be in date format: YYYY-MM-DD Applicable when Filing Type is “Notices” and Change in Financial Situation value is “E”

Referenced Element	Business Rule Description
Date of Bankruptcy	<ul style="list-style-type: none"> Must be in date format: YYYY-MM-DD Only applicable when the Filing Type is: <ul style="list-style-type: none"> Requests Stipulation Stays
Date of Birth	<ul style="list-style-type: none"> Must be in date format: YYYY-MM-DD Only valid when Category is “Person”
Date of Birth Type	Only valid when Category is “Person”
Date of Death	<ul style="list-style-type: none"> Must be in date format: YYYY-MM-DD Only valid when Category is “Person”
Date of Last Court Fee Waiver Order	<ul style="list-style-type: none"> Must be in date format: YYYY-MM-DD Only applicable when Filing Type is “Notices”
Date of Last Granted Fee Waiver Order	<ul style="list-style-type: none"> Applicable when Filing Type is “Fee Waiver-Additional” Must be in date format: YYYY-MM-DD
Date of Service	<ul style="list-style-type: none"> Must be in date format: YYYY-MM-DD Only applicable when Filing Type is “Proof of Service – General” Applicable only to Case Category of “Family Law”
Day of Week	Not available when the Scheduling Option is “Reserved”
Decline Judicial Officer	Decline Judicial Officer can only be sent when the Filing Type is “Case Management”
Defective	Only applicable when the Filing Type is: <ul style="list-style-type: none"> Proof of Service – Case Initiating Document Proof of Service – General
Department	<ul style="list-style-type: none"> Required if the Resource Type is “Department” Available when a Building value is selected Not available when the Scheduling Option is “Reserved”
Descriptor	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is “Postal Address”
	(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address <ul style="list-style-type: none"> Required when Payment Method is “Online Credit Card”
Direction	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is “Postal Address” Not applicable when address is “Military A.P.O. Box,” “Military F.P.O.” or “P.O. Box”
	Branch: Court. Case. Additional Case Info. Premises Address <ul style="list-style-type: none"> Applicable when Case Type is “Unlawful Detainer – Commercial”
	(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address <ul style="list-style-type: none"> Required when Payment Method is “Online Credit Card” Not available when Address Type is “Military,” “P. O. Box,” “Military A.P.O. Box,” or “Military F.P.O. Box”
District	<ul style="list-style-type: none"> Required if the Resource Type is Department. Available only when the Resource Type is Department.
Division of Property	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Probate Case Categories
Division of Property – Describe in Detail	<p>Applicable only if an attorney is selected in the Attorney dropdown. Applicable to:</p> <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories
Effective Date	Must be in date format: YYYY-MM-DD
Electronic Address	Address must contain an “@” character and the “@” cannot be the first or the last character
Entity Contact Person	Not applicable when Category is “Person”
Event Date	<ul style="list-style-type: none"> • Must be in date format: YYYY-MM-DD • Date can be either a future or past date • Required if “Use Date Below” or “Override Conflict Checks” is selected.
Event Date Time	<ul style="list-style-type: none"> • May be in any of the following formats: <ul style="list-style-type: none"> • 2011-04-05T13:02:21.601-04:00 • 2011-01-19T09:30:47Z • 2014-06-28T09:30:47 • 2014-06-28T11:00:00Z • Date can be either a future or past date • Required if “Use Date Below” or “Override Conflict Checks” is selected. • Not available when the Scheduling Option is “Reserved” • Required if “Use Date Below” is selected and “Night Court” is not selected
Event Notes	Not available if the Scheduling Option is “Scheduled”
Event Type	Not available when the Scheduling Option is “Reserved”
Ex Parte	<p>Only applicable when the Filing Type is:</p> <ul style="list-style-type: none"> • Order to Show Cause • Motions
Exceptional Case	<ul style="list-style-type: none"> • Should be checked and disabled if either the “Class Action” or “Complex Case” checkboxes are checked • Should be enabled if both “Class Action” AND “Complex Case” are unchecked OR not present on the screen <p>Applicable to the following Civil Limited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Enforcement • Fraud

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Medical Malpractice • Misc Complaints – Other • Other Employment • Other Real Property • Petition – Abandonment • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Vehicle Forfeiture • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warrant • Business Tort • Civil Rights • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Enforcement • Fraud • Harassment • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Employment

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Other Real Property • Petition for Abandonment • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Writ of Mandate • Wrongful Eviction • Wrongful Termination
Exceptional Case Reason	<p>Applicable to the following Civil Limited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Enforcement • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Medical Malpractice • Misc Complaints – Other • Other Employment • Other Real Property • Petition – Abandonment • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Vehicle Forfeiture • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warrant • Business Tort • Civil Rights • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Enforcement • Fraud • Harassment • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Employment • Other Real Property • Petition for Abandonment • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Writ of Mandate

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> Wrongful Eviction Wrongful Termination
Exp. Date (Month)	Only applicable when Payment Method is “Online Credit Card”
Exp. Date Year	Only applicable when Payment Method is “Online Credit Card”
Expiration Date	<ul style="list-style-type: none"> Must have date format: YYYY-MM-DD Required for the following ID Types: <ul style="list-style-type: none"> California State ID Driver’s License Number Other Other ID Card Number Passport Card Number Passport Number
Expiration Date – Month (Expiration Date Month)	<ul style="list-style-type: none"> Required when there is a fee and the fee amount is greater than zero. Payment methods of “Online Credit Card” and “E-Filing” are mutually exclusive; only one may be sent. Date is later than the current date Required when Payment Method is “Online Credit Card”
Expiration Date – Year (Expiration Date Year)	<ul style="list-style-type: none"> Required when there is a fee and the fee amount is greater than zero. Payment methods of “Online Credit Card” and “E-Filing” are mutually exclusive; only one may be sent Date is later than the current date Digits can be 0-9 Required when Payment Method is “Online Credit Card” Date must be later than current system date.
Ext. No.	Must be a number
Extension	<p>(CEB05) Branch: Court. Case. Participant. Address</p> <ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is “Postal Address” Digits can be 0-9 <p>(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Phone</p> <ul style="list-style-type: none"> Digits can be 0-9 Must be a number
External Case Number	External Case No. and CCMS Case No. are mutually exclusive and only one may be present.
External Case Xref Number	<p>Applicable for Case Type:</p> <ul style="list-style-type: none"> Dissolution of Domestic Partnership with Minor Children Dissolution of Domestic Partnership without Minor Children Dissolution of Marriage Partnership with Minor Children Dissolution of Marriage Partnership without Minor Children Legal Separation of Domestic Partnership with Minor Children Legal Separation of Domestic Partnership without Minor Children Legal Separation of Marriage with Minor Children Legal Separation of Marriage without Minor Children Nullity of Domestic Partnership with Minor Children Nullity of Domestic Partnership without Minor Children Nullity of Marriage with Minor Children Nullity of Marriage without Minor Children
External Case Xref Type	<ul style="list-style-type: none"> Can contain up to 15 alphanumeric characters

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> Applicable for Case Type: <ul style="list-style-type: none"> Dissolution of Domestic Partnership with Minor Children Dissolution of Domestic Partnership without Minor Children Dissolution of Marriage Partnership with Minor Children Dissolution of Marriage Partnership without Minor Children Legal Separation of Domestic Partnership with Minor Children Legal Separation of Domestic Partnership without Minor Children Legal Separation of Marriage with Minor Children Legal Separation of Marriage without Minor Children Nullity of Domestic Partnership with Minor Children Nullity of Domestic Partnership without Minor Children Nullity of Marriage with Minor Children Nullity of Marriage without Minor Children
Eye Color	Only valid when Category is "Person"
Fees for a Peace Officer to Testify in Court	Applicable when Filing Type is "Fee Waiver-Additional"
Fees for Court-Appointed Experts	Applicable when Filing Type is Fee Waiver-Additional
FEIN Number	Not applicable when Category is "Person"
FFA Amount	Digits must be 0-9
Filed By Case Participant XML ID	<ul style="list-style-type: none"> Must be an existing Case Participant XML ID. For each filing, the Filed By Case Participant XML ID and the Refers To Case Participant XML ID are mutually exclusive; only one can be sent. The same Case Participant XML ID cannot be used as a Filed By or Refers To case participant more than once per filing. Each case participant has a Case Participant XML ID; all Case Participant XML IDs must be used as a Filed By or a Refers To case participant on at least one filing.
Filing Document	Not applicable for Initial Filings
Filing Document PDF	<ul style="list-style-type: none"> PDF Attachment Only Required for the lead document. PDF for additional documents is optional. Not applicable when Case Category is "NCF"
Filing XML ID	The Filing XML ID for the first filing document must be sequential for each filing (beginning with the number 1) and must be unique.
Financial Assistance	Applicable only if participant is receiving financial assistance under one of the fee waiver programs
Food Stamps	Applicable when Filing Type is "Fee Waiver" and Financial Assistance Indicator = "Y"
Franchise Site Number	Not applicable when Category is "Person"
Gender	Only valid when Category is "Person"
Habitual Residence	<p>"Other Habitual Residence" only available when Habitual Residence is "Other."</p> <ul style="list-style-type: none"> Only valid when Category is "Person." Values are: "United States" and "Other"
Hair Color	Only valid when Category is "Person"
Has Special Needs	<ul style="list-style-type: none"> "Special Needs" only available when Has Special Needs is "Y." Only valid when Category is "Person"

Referenced Element	Business Rule Description
Health Care	<p>Applicable to:</p> <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories <p>For Family Law, when filing a Modification of OSC (FL-300) or Notice of Motion (FL-301), modification checkbox on at least one or more issue checkboxes on the “Issues” tab must be selected.</p>
Height in Feet	<ul style="list-style-type: none"> Value must be greater than zero. Only valid when Category is “Person”
Height in Inches	<ul style="list-style-type: none"> Value must be greater than or equal to zero but less than 12. Only valid when Category is “Person”
ID Type	<p>Required if a number is entered The following is a list of ID Types that can be Case Defaulted Identifiers:</p> <ul style="list-style-type: none"> CII Number Driver’s License Number FBI Number INS Number NCIC Number Sheriff’s Bureau of Investigation Number Social Security Number
ID Value	ID Value should be populated if ID Type is selected.
IHSS	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
Improved Financial Situation	Applicable when Filing Type is “Fee Waiver-Additional”
Injunctive Order	<p>Applicable to:</p> <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories <p>For Family Law, when filing a Modification of OSC (FL-300) or Notice of Motion (FL-301), modification checkbox on at least one or more issue checkboxes on the “Issues” tab must be selected.</p>
Injunctive Relief	<p>Applicable to:</p> <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories <p>For Family Law, when filing a Modification of OSC (FL-300) or Notice of Motion (FL-301), modification checkbox on at least one or more issue checkboxes on the “Issues” tab must be selected.</p>
Insufficient Income	<ul style="list-style-type: none"> Allowable values are: <ul style="list-style-type: none"> Waive all Court Fees = A Waive some of the Court Fees = S Make payments over time = T Only applicable when Filing Type is “Fee Waiver”
Integration Partner Phone Number	Digits can be 0-9
Internal	<p>Required for the following ID Types:</p> <ul style="list-style-type: none"> Employee ID Number
Internal Comments	<ul style="list-style-type: none"> Required when there is a fee and the fee amount is greater than zero.

Referenced Element	Business Rule Description
International Phone Number Indicator	<ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is “Postal Address”
Interpreter Required	<ul style="list-style-type: none"> Available only when Case Category is Felony, Misdemeanor or Infraction Not applicable when the case is a Felony, Misdemeanor or Infraction and there are co-defendants.
Item	Only valid when Category is “Person”
Judgment	Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories
Judicial Officer	Applicable only when no value is entered for Department. Only applicable when Filing Type is: <ul style="list-style-type: none"> Amendment Appeals Applications Attachments & Supplementals Case Management Challenge Correspondence Declarations/ Affidavits/ Statements Ex Parte Exhibits/ Briefs/ Receipts Fee Waiver Fee Waiver- Additional Inventories/ Appraisals/Reports Judgment/ Dismissal Letters Motions Notices Objections/ Responses Opposition/ Replies Orders Order to Show Cause Petitions Proof Protective/Restraining Orders Reports Requests Stipulation Transcripts Vexatious Litigants Warrants/Issuance Returns
Jurisdictional Amount	Required when the Case Category is “Civil Limited”
Jury Fees and Expenses	Applicable when Filing Type is “Fee Waiver-Additional”
Jury Requested	Only applicable when the Filing Type is “Trial/Hearing Setting”
Language	(CEB05) Branch: Court. Case. Participant. Languages <ul style="list-style-type: none"> Primary Language only available when Category is “Person”

Referenced Element	Business Rule Description
	(CEB08) Branch: Court. Case. Event. Language <ul style="list-style-type: none"> Applicable when sending participant's language on non-FMI cases When the case is a Felony, Misdemeanor or Infraction and there are co-defendants, the Interpreter Required and Language fields are not applicable. When a language is selected, Interpreter Required is automatically checked – unless the Resource Type is FCS Mediator.
Lawyer has agreed	Only applicable when Filing Type is: <ul style="list-style-type: none"> Fee Waiver – Additional Fee Waiver
Left/Right/Both	Only valid when Category is “Person”
Location	<ul style="list-style-type: none"> Required if the Resource Type is Department. Applicable when a District value is selected. Not available when the Scheduling Option is “Reserved”
Long Cause	Only applicable when the Filing Type is “Trial/Hearing Setting”
Make	If the Person/Entity is a statewide participant, the data will not display in other counties.
Marked as Threat of Violence	Applicable to the following Civil Unlimited Case Types: <ul style="list-style-type: none"> Harassment
Medi-Cal	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
Model	If the Person/Entity is a statewide participant, the data will not display in other counties.
Modification	Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories For Family Law, when filing a Modification of OSC (FL-300) or Notice of Motion (FL-301), modification checkbox on at least one or more issue checkboxes on the “Issues” tab must be selected.
Name	<ul style="list-style-type: none"> Required when a value is chosen for “Payor” Available only when a Role is present Available values depend on participants in the case and the value of “Role”
Name on Card	<ul style="list-style-type: none"> Required when there is a fee and the fee amount is greater than zero. Available only when Payment Method is Online Credit Card. Required when Payment Method is “Online Credit Card” Payment methods of “Online Credit Card” and “E-Filing” are mutually exclusive; only one can be sent.

Referenced Element	Business Rule Description
Name Type	<p>Allowable values for “Juvenile” and “Family Law” Case Categories are:</p> <ul style="list-style-type: none"> • (Null) • AKA (Also Known As) • DBA (Doing Business As) • ESA (Erroneously Sued As) • FDA (Formerly Doing Business As) • Alias • Filed As • True Name • Moniker <p>Allowable values for “Civil,” “Small Claims,” “Mental Health,” “Probate,” and “Appeals” Case Categories are:</p> <ul style="list-style-type: none"> • AKA (Also Known As) • DBA (Doing Business As) • ESA (Erroneously Sued As) • FDBA (Formerly Doing Business As) • Alias • Name on Case • (Null) <p>Allowable values for “FMI,” “NCF,” and “Tracking” Case Categories are:</p> <ul style="list-style-type: none"> • (Null) • AKA (Also Known As) • DBA (Doing Business As) • Alias • Filed As • True Name • Moniker
Night Court	Not available when the Scheduling Option is “Reserved”

Referenced Element	Business Rule Description
Number of Causes of Action	<p>Applicable to the following Civil Limited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Enforcement • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Medical Malpractice • Misc Complaints – Other • Other Real Property • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Breach of Contract/Warrant • Business Tort • Civil Rights • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Enforcement • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Employment • Other Real Property • PI/PD/WD – Auto • PI/PD/WD – Other

Referenced Element	Business Rule Description
Organization Name	Not applicable when Person information (Payor First Name, Payor Middle Name, Payor Last Name, and Suffix) is sent.
Other	<p>(CEB03) Branch: Court. Case. Filing. Show Cause and Notice</p> <ul style="list-style-type: none"> Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories For Family Law, when filing a Modification of OSC (FL-300) or Notice of Motion (FL-301), modification checkbox on at least one or more issue checkboxes on the “Issues” tab must be selected. <p>(CEB03) Branch: Court. Case. Filing. Notice of Limited Scope</p> <ul style="list-style-type: none"> Applicable only when an attorney is selected. Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories
Other – Describe in Detail	<p>(CEB03) Branch: Court. Case. Filing. Notice of Limited Scope</p> <ul style="list-style-type: none"> Available only when an attorney is selected. Applicable to the following categories: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case
Other (Specify)	<p>(CEB03) Branch: Court. Case. Filing. Show Cause and Notice</p> <p>Applicable to the following categories:</p> <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case
Other Agency Receipt Number	<ul style="list-style-type: none"> Required when there is a fee and the fee amount is greater than zero. Payment methods of “Online Credit Card” and “E-Filing” are mutually exclusive; only one may be sent. Required when Payment Method is “E-Filing” Only applicable when Payment Method is “E-Filing”
Other Fees	Other Fees Requested field will be checked if this field is populated
Other Habitual Residence	Available only when Habitual Residence is “Other”
P O Box Number	<p>(CEB05) Branch: Court. Case. Participant. Address</p> <ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is “Postal Address” Allowable only when the Address Type is “P. O. Box” Required when Address Type is “P.O. Box” <p>(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address</p> <ul style="list-style-type: none"> Required when Payment Method is “Online Credit Card” Applicable only when Address Type is “P O Box” Required when Address Type is “P.O. Box”
P.O. Box	Applicable and required only when Address Type is “P.O. Box”

Referenced Element	Business Rule Description
Parentage	<p>Applicable to:</p> <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories <p>For Family Law, when filing a Modification of OSC (FL-300) or Notice of Motion (FL-301), modification checkbox on at least one or more issue checkboxes on the “Issues” tab must be selected.</p>
Participant ID	<p>(CEB08) Branch: Court. Case. Event. Language</p> <ul style="list-style-type: none"> Applicable when sending participant’s language on non-FMI cases <p>(CEB08) Branch: Court. Case. Event. Resource Information. Person</p> <ul style="list-style-type: none"> Required when the Resource Type is NOT Department Cannot be sent when the Resource Type is “Department”
Party Address	Applicable when Filing Type is “Notices” and Case Settled for 10k is “M”
Party Name	Applicable when Filing Type is “Notices” and Case Settled for 10k is “M”
Payment Method	<ul style="list-style-type: none"> Required unless the payment is from a trust or is a Transfer Payment transaction. Values are configurable by the court. For credit card payments through e-filing, must use credit card transactions with online authorization. Allowable values are: <ul style="list-style-type: none"> EF (E-Filing) OCC (Online Credit Card) Required when there is a fee and the fee amount is greater than zero.
Payor First Name (First Name)	<ul style="list-style-type: none"> Applicable only when Participant Category is “Person” Required when a value is chosen for “Payor” Available only when a Role is present Available values depend on participants in the case and the value of “Role” Not applicable when Organization Name is sent.
Payor Last Name (Last Name)	<ul style="list-style-type: none"> Applicable only when Participant Category is “Person” Required when a value is chosen for “Payor” Available only when a Role is present Available values depend on participants in the case and the value of “Role” Not applicable when Organization Name is sent.
Payor Middle Name (Middle Name)	<ul style="list-style-type: none"> Applicable only when Participant Category is “Person” Required when a value is chosen for “Payor” Available only when a Role is present Available values depend on participants in the case and the value of “Role” Not applicable when Organization Name is sent.
Pension Issues	<p>Applicable only if an attorney is selected in the Attorney dropdown</p> <p>Applicable to:</p> <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories

Referenced Element	Business Rule Description
Pension Issues – Describe in Detail	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories
Per Day Rental Amount	Applicable to the following Civil Limited and Unlimited Case Types: <ul style="list-style-type: none"> • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential
Phone Number (Phone No.)	<ul style="list-style-type: none"> • Digits can be 0-9 • Must support international phone numbers, up to 15 characters
Phone Type	<p>(CEB05) Branch: Court. Case. Participant. Address. Phone</p> <ul style="list-style-type: none"> • Must be only one phone number per phone type. • Phone number may be added without an associated address. • Required when “Select As Primary Number” or “International Phone Number” is selected <p>(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Phone</p> <ul style="list-style-type: none"> • Digits can be 0-9 • Must support international phone numbers

Administrative Office of the Courts
Information Services Division

Referenced Element	Business Rule Description
Preferred Mode of Delivery	<ul style="list-style-type: none"> • If Receives Notice is “Y,” Preferred Mode of Delivery is required. • If Preferred Mode of Delivery is “Postal Address,” at least one Address must be selected as Case Default. • If Preferred Mode of Delivery is “E-Mail Address,” at least one E-mail address must be selected as Case Default. • If Preferred Mode of Delivery is “Web Service Address,” at least one Web Service Address must be selected as the Case Default. • Allowable values are: <ul style="list-style-type: none"> ○ <Blank> ○ E-mail Address = E ○ Postal Address = M
Primary Vehicle	Only one vehicle can be selected as the Primary Vehicle
Property Type	Applicable to the following Civil Limited and Unlimited Case Types: <ul style="list-style-type: none"> • Petition – Abandonment
Province	<ul style="list-style-type: none"> • Not applicable when Address Type is “Military A.P.O. Box” or “Military F.P.O. Box” • Address must be sent when Preferred Mode of Delivery is “Postal Address” • Not available when Country is United States
Race	Only valid when Category is “Person”
Receives Notice	If Receives Notice is “Y,” Preferred Mode of Delivery is required
Refers to Case Participant XML ID	<ul style="list-style-type: none"> • Must be an existing Case Participant XML ID. • For each filing, the Filed By Case Participant XML ID and the Refers To Case Participant XML ID are mutually exclusive; only one can be sent. • The same Case Participant XML ID cannot be used as a Filed By or Refers To case participant more than once per filing. • Each case participant has a Case Participant XML ID; all Case Participant XML IDs must be used as a Filed By or a Refers To case participant on at least one filing.
Remedies Sought – Declaratory or Injunctive Relief	Applicable to the following Civil Limited Case Types: <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Enforcement • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Medical Malpractice • Misc Complaints – Other • Other Employment • Other Real Property

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Petition – Abandonment • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Vehicle Forfeiture • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warrant • Business Tort • Civil Rights • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Enforcement • Fraud • Harassment • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Employment • Other Real Property • Petition for Abandonment • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Writ of Mandate • Wrongful Eviction • Wrongful Termination
Remedies Sought – Monetary	<p>Applicable to the following Civil Limited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Enforcement • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Medical Malpractice • Misc Complaints – Other • Other Employment • Other Real Property • Petition – Abandonment • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Vehicle Forfeiture • Wrongful Eviction • Wrongful Termination

Referenced Element	Business Rule Description
	<p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warrant • Business Tort • Civil Rights • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Enforcement • Fraud • Harassment • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Employment • Other Real Property • Petition for Abandonment • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Writ of Mandate • Wrongful Eviction • Wrongful Termination
Remedies Sought – Punitive	<p>Applicable to the following Civil Limited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Enforcement • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other • Medical Malpractice • Misc Complaints – Other • Other Employment • Other Real Property • Petition – Abandonment • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Vehicle Forfeiture • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Asset Forfeiture • Breach of Contract/Warrant • Business Tort • Civil Rights • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Enforcement • Fraud • Harassment • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Judicial Review – Other

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Employment • Other Real Property • Petition for Abandonment • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • Petitions – Other • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Writ of Mandate • Wrongful Eviction • Wrongful Termination
Reporters' Daily Fees	Applicable when Filing Type is Fee Waiver-Additional
Request to Waive Court Fees	Only applicable when Filing Type is "Fee Waiver"
Requested Waiver in Last Six Months	Only applicable when Filing Type is "Fee Waiver"
Restraining Order – Describe in Detail	<p>Applicable only if an attorney is selected in the Attorney dropdown</p> <p>Applicable to:</p> <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories
Restraining Order – Enforce	<p>Applicable only if an attorney is selected in the Attorney dropdown</p> <p>Applicable to:</p> <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories
Restraining Order – Establish	<p>Applicable only if an attorney is selected in the Attorney dropdown</p> <p>Applicable to:</p> <ul style="list-style-type: none"> • Family Law • Civil Limited • Civil Unlimited • Probate Case Categories

Referenced Element	Business Rule Description
Restraining Order – Modify	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories
Scheduling Notes	Not available when the Scheduling Option is “Reserved”
Scheduling Options	Not available if the event has a status of “Scheduled”
Service Effective Date	YYYY-MM-DD Only applicable when the service is effective on the case and Filing Type is: <ul style="list-style-type: none"> Proof of Service – Case Initiating Document Proof of Service – General
Service Fees (from POS) \$	Must be a valid currency amount Only applicable when Filing Type is: <ul style="list-style-type: none"> Proof of Service – Case Initiating Document Proof of Service – General
Settlement Received	Only applicable when Filing Type is “Notices”
Short Cause	Only applicable when Filing Type is “Trial/Hearing Setting”
Skin Tone	Only valid when Category is “Person”
Special Needs	Available only when Has Special Needs is “Y” Only valid when Category is “Person”
Spousal Support	Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories For Family Law, when filing a Modification of OSC (FL-300) or Notice of Motion (FL-301), modification checkbox on at least one or more issue checkboxes on the “Issues” tab must be selected.
Spousal Support – Describe in Detail	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories
Spousal Support – Enforce	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories
Spousal Support – Establish	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories

Referenced Element	Business Rule Description
Spousal Support – Modify	Applicable only if an attorney is selected in the Attorney dropdown Applicable to: <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories
SSI	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
SSP	Applicable when Filing Type is “Fee Waiver” and Financial Assistance Indicator = “Y”
Start Date	Must be in date format: YYYY-MM-DD
State	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is “Postal Address” State/Birth State can only be sent when the Country/Birth Country is “United States of America” When Address Type is “Military A.P.O.” or “Military F.P.O.” the City element must be populated with one of the State.xsd values below: <ul style="list-style-type: none"> <Blank> Military in America = AA Military (Europe, Mid East, Africa, Canada) = AE Military in the Pacific = AP
	(CEB05) Branch: Court. Case. Participant. Position Type <ul style="list-style-type: none"> Required when Driver’s License number is populated Required for the following ID Types: <ul style="list-style-type: none"> Bar Number Driver’s License Number ID Number Other ID Card Number Professional License Number
	(CEB05) Branch: Court. Case. Participant. Vehicle Info <ul style="list-style-type: none"> Required when Driver’s License number is populated Required for the following ID Types: <ul style="list-style-type: none"> Bar Number Driver’s License Number ID Number Other ID Card Number Professional License Number
	(CEB05) Branch: Court. Case. Participant. ID Info <ul style="list-style-type: none"> Required when Driver’s License number is populated Required for the following ID Types: <ul style="list-style-type: none"> Bar Number Driver’s License Number ID Number Other ID Card Number Professional License Number
	Branch: Court. Case. Additional Case Info. Premises Address <ul style="list-style-type: none"> Applicable when Case Type is “Unlawful Detainer – Commercial” Applicable only when Country is “US”
	(CEB07) Branch: Court. Case. Payment Record. Payor Information.

Referenced Element	Business Rule Description
	<p>Payor. Address</p> <ul style="list-style-type: none"> • Required when Payment Method is “Online Credit Card” • Required when Country is “United States” • Not available when Address Type is “International” • When Address Type is “Military A.P.O.” or “Military F.P.O.” the City element must be populated with one of the State.xsd values below: <ul style="list-style-type: none"> ○ <Blank> ○ Military in America = AA ○ Military (Europe, Mid East, Africa, Canada) = AE ○ Military in the Pacific = AP
Statement of Venue needs to be filed	<p>Applicable to the following Civil Limited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Enforcement • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Medical Malpractice • Misc Complaints – Other • Other Real Property • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Breach of Contract/Warrant • Business Tort • Civil Rights • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Enforcement • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Real Property • Petition – Partnership & Corporate Governance • Petition re: Arbitration Award • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Wrongful Eviction • Wrongful Termination
Street Name	Branch: Court. Case. Additional Case Info. Premises Address <ul style="list-style-type: none"> • Applicable when Case Type is “Unlawful Detainer – Commercial”
	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> • Address must be sent when Preferred Mode of Delivery is “Postal Address” • Applicable only when Address Type is not “P.O. Box”
	(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address <ul style="list-style-type: none"> • Required when Payment Method is “Online Credit Card” • Applicable only when Address Type is not “P.O. Box”
Street Number (Street No.)	Branch: Court. Case. Additional Case Info. Premises Address <ul style="list-style-type: none"> • Applicable when Case Type is “Unlawful Detainer – Commercial”
	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> • Address must be sent when Preferred Mode of Delivery is “Postal Address” • Applicable only when Address Type is not “P.O. Box” • Not applicable when Address Type is “P.O. Box,” “Military A.P.O. Box,” or “Military F.P.O. Box”
	(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address <ul style="list-style-type: none"> • Required when Payment Method is “Online Credit Card” • Applicable only when Address Type is not “P.O. Box” • Not applicable when Address Type is “P.O. Box,” “Military A.P.O. Box,” or “Military F.P.O. Box”
Street Type	Branch: Court. Case. Additional Case Info. Premises Address <ul style="list-style-type: none"> • Applicable when Case Type is “Unlawful Detainer – Commercial”
	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> • Address must be sent when Preferred Mode of Delivery is “Postal Address”

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Applicable only when Address Type is not “P.O. Box” • Applicable only when Address Type is not “P.O. Box,” “Military A.P.O. Box,” or “Military F.P.O. Box”
	(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address <ul style="list-style-type: none"> • Required when Payment Method is “Online Credit Card” • Applicable only when Address Type is not “P.O. Box” • Applicable only when Address Type is not “P.O. Box,” “Military A.P.O. Box,” or “Military F.P.O. Box”
Submitted Date/Time	Time Stamp
Subpoena – Service Fee \$	Only applicable when Case Category is “Small Claims”
Suffix	<ul style="list-style-type: none"> • Applicable only when Participant Category is “Person” • Not applicable when Organization Name is sent.
Summons Issued	<p>Applicable to the following Civil Limited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Medical Malpractice • Misc Complaints – Other • Other Real Property • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Breach of Contract/Warrant • Business Tort • Civil Rights • Other Collections

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Real Property • Petition – Partnership & Corporate Governance • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Wrongful Eviction • Wrongful Termination
Summons Type	<p>Applicable to the following Civil Limited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Breach of Contract/Warranty • Business Tort • Civil Rights • Other Collections • Rule 3.740 Collections • Construction Defect • Contract – Other • Defamation • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Medical Malpractice • Misc Complaints – Other • Other Real Property • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Wrongful Eviction • Wrongful Termination <p>Applicable to the following Civil Unlimited Case Types:</p> <ul style="list-style-type: none"> • Antitrust/Trade Regulation • Asbestos • Breach of Contract/Warrant • Business Tort • Civil Rights • Other Collections • Construction Defect • Contract – Other • Defamation • Eminent Domain/Inverse Condemnation • Fraud • Insurance Coverage • Insurance Coverage Claims • Intellectual Property • Mass Tort • Medical Malpractice • Misc Complaints – Other • Non-PI/PD/WD tort – Other • Other Real Property • Petition – Partnership & Corporate Governance • PI/PD/WD – Auto • PI/PD/WD – Other • PI/Property Damage/Wrongful Death • Product Liability • Professional Negligence • RICO • Securities Litigation • Toxic Tort/Environmental • Uninsured Motorist • Unlawful Detainer – Commercial • Unlawful Detainer – Drugs • Unlawful Detainer – Residential • Wrongful Eviction • Wrongful Termination
Superior Court	Only applicable when Filing Type is “Fee Waiver”
Supreme Court or Appellate Division	Only applicable when Filing Type is “Fee Waiver”
Unconditional Settlement Date to Dismiss	<ul style="list-style-type: none"> • Must be in date format: YYYY-MM-DD • Only applicable when the Filing Type is “Notices” • Applicable only when Filing Document is “Notice of Settlement”
Unconditional Settlement Date of Settlement	<p>Must be in date format: YYYY-MM-DD</p> <p>Only applicable when the Filing Type is “Notices” and Filing Document is</p>

Referenced Element	Business Rule Description
	"Notice of Settlement"
Undertaking Amount	<ul style="list-style-type: none"> The amount should be numeric Only applicable if Undertaking Deposited Type is "Cash" Applicable to the following Civil Limited and Unlimited Case Types: <ul style="list-style-type: none"> Judicial Review – Other Other Employment
Undertaking Deposited Type	<ul style="list-style-type: none"> Applicable to the following Civil Limited and Unlimited Case Types: <ul style="list-style-type: none"> Judicial Review – Other Other Employment Not applicable if Case Category is "Civil Unlimited" and Case Type is: <ul style="list-style-type: none"> Petitions – Other Writ of Mandate
Unit Number	Branch: Court. Case. Additional Case Info. Premises Address <ul style="list-style-type: none"> Applicable when Case Type is "Unlawful Detainer – Commercial"
	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is "Postal Address"
	(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address <ul style="list-style-type: none"> Required when Payment Method is "Online Credit Card"
Vehicle Identification	<ul style="list-style-type: none"> Maximum length is 17 digits. If field contains less than 10 characters, it is saved as the Vehicle Lic. No. If field contains more than 10 characters, it is saved as a VIN No.
VIN Number	Applicable for the following Civil Limited Case Types: <ul style="list-style-type: none"> Vehicle Forfeiture
Visitation	<p>Applicable to:</p> <ul style="list-style-type: none"> Family Law Civil Limited Civil Unlimited Probate Case Categories <p>For Family Law, when filing a Modification of OSC (FL-300) or Notice of Motion (FL-301), modification checkbox on at least one or more issue checkboxes on the "Issues" tab must be selected.</p>
Weight	<ul style="list-style-type: none"> Must be a positive numeric value. Only valid when Category is "Person"
Zip Code	(CEB05) Branch: Court. Case. Participant. Address <ul style="list-style-type: none"> Address must be sent when Preferred Mode of Delivery is "Postal Address" Required when Country is "United States"
	Branch: Court. Case. Additional Case Info. Premises Address <ul style="list-style-type: none"> Applicable when Case Type is "Unlawful Detainer – Commercial" Must be 5 or 9 digits when Country is "United States of America" Required when Country is "United States of America"
	(CEB07) Branch: Court. Case. Payment Record. Payor Information. Payor. Address <ul style="list-style-type: none"> Required when Payment Method is "Online Credit Card" Required when Country is "United States" Digits must 0-9 Must be 5 or 9 digits when Country is "United States of America"

Referenced Element	Business Rule Description
	<ul style="list-style-type: none"> When Country is NOT “United States of America” there is no standard input If Country = “United States of America” zip code is required and standard format is XXXXX
Success Response	
Echoes back the Request plus the following:	
Received Date	YYYY-MM-DD
Received Time	hh:mm or hh:mm:ss
Status	Allowable values is “Received”

6.2 Allowable Values

This section provides additional information regarding individual allowable values for elements contained in this data exchange. Essentially, allowable values come in two forms—AOC codes or Boolean types. This section includes subsections that list the elements by type with specific instructions for each type.

6.2.1 AOC code values

This section provides the schema location for the allowable values and description of elements contained in this exchange. Table 2 identifies the element name as it appears in the mapping spreadsheet, and the name of the specific schema that contains the values and descriptions. All allowable value schemas are found by following this path in the exchange .zip file:

- INI805/SchemaDefinitions/CAJUD/CommonEnumeration

Table 2. AOC Code Values

Element Name	Schema Name
Request	
Address Type	AddressType.xsd
Association Type	AssociationType.xsd
Body Part	ScarsMarksTattoosBodyPart.xsd
Build	PersonBuild.xsd
Card Type	CreditCardType.xsd
Case Category	CaseCategory.xsd
Case Type	CaseType.xsd
City	When Address Type is “Military APO” or “Military FPO” the City element must be populated with one of the State.xsd values below: <ul style="list-style-type: none"> <Blank> Military in America = AA Military (Europe, Mid East, Africa, Canada) = AE Military in the Pacific = AP
Country	Country.xsd
County	County.xsd
Date of Birth Type	DOBType.xsd

Element Name	Schema Name
Day of Week	<p>WeekDay.xsd</p> <p>This exchange only allows the following enumerated values for this element:</p> <ul style="list-style-type: none"> Monday = MON Tuesday = TUE Wednesday = WED Thursday = THU Friday = FRI
Direction	StreetDirection.xsd
External Case Xref Type	<p>ExternalCaseType.xsd</p> <p>This exchange only allows the following enumerated values for this element:</p> <ul style="list-style-type: none"> Booking Number = BKNMBR CDSS = CDSSNMBR Citation Number = CTNNMBR City Attorney Case File Number = CTYATYCSFLNMBR Companion = CMPNAIN Consolidated Petition Number = CONSOLPETITIONNUM Crime Report Number = CRIMEREPORTNUM Criminal = 205200, CRIMINAL CWS Number = CWSNMBR DA Case File Number = DACSNMBR DCA Appeals Case Number = DCAACN DCFS Case Number = DCFSNMBR DCSS Case Number = DCSSCSNMBR DCSS Participant Number = DCSSPRTNR District Attorney = 205201, DA DR Number = DRNUM Filing Agency Case = FILEAGENCY Fingerprint Card Number = FINGPRNT Judicial District Number = JUDDISNUM Other = OTHRNMBR Petition Number = PETITIONNUM Probation Case Number = PROCSNMBR Public Defender Case Number = PDCN Refiled Case Number = RFCASENUM Search Warrant Number = SWNUM Sheriff's ID number = SHRFNMBR Supreme Court Appeals Case Number = SCACN Warrant Control Number = WARCONNUM Warrant Number = WRNTNMBR
Eye Color	EyeColor.xsd
Filing Type	FilingType.xsd
Gender	Gender.xsd
Hair Color	HairColor.xsd
Item	ScarsMarksTattoosItem.xsd
Left/Right/Both	ScarsMarksTattoosSide.xsd
Name Type	NameType.xsd
Participant Category	ParticipantType.xsd
Payor Name – Category	ParticipantType.xsd
Phone Type	PhoneType.xsd

Element Name	Schema Name
Position Type	PositionType.xsd
Race	Race.xsd
Resource Type	ResourceType.xsd This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> • Arbitrator = ARB • Department = DEPTR • FCS Mediator = MEDFCS • Judicial Assistant = JA • Judicial Officer = DEPTJO • Mediator = MED • Temporary Judge = TJ
Role	ParticipantRole.xsd
Scheduling Options	EventStatus.xsd This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> • Scheduled • Reserved
Skin Tone	SkinTone.xsd
State	State.xsd When Address Type is “Military APO” or “Military FPO” the City element must be populated with one of the State.xsd values below: <ul style="list-style-type: none"> • <Blank> • Military in America = AA • Military (Europe, Mid East, Africa, Canada) = AE • Military in the Pacific = AP
Street Type	StreetType.xsd
Success Response	
Address Type	AddressType.xsd
Association Type	AssociationType.xsd
Body Part	ScarsMarksTattoosBodyPart.xsd
Build	PersonBuild.xsd
Card Type	CreditCardType.xsd
Case Category	CaseCategory.xsd
Case Type	CaseType.xsd
City	When Address Type is “Military APO” or “Military FPO” the City element must be populated with one of the State.xsd values below: <ul style="list-style-type: none"> • <Blank> • Military in America = AA • Military (Europe, Mid East, Africa, Canada) = AE • Military in the Pacific = AP
Country	Country.xsd
County	County.xsd
Date of Birth Type	DOBType.xsd

Element Name	Schema Name
Day of Week	<p>WeekDay.xsd</p> <p>This exchange only allows the following enumerated values for this element:</p> <ul style="list-style-type: none"> Monday = MON Tuesday = TUE Wednesday = WED Thursday = THU Friday = FRI
Direction	StreetDirection.xsd
External Case Xref Type	<p>ExternalCaseType.xsd</p> <p>This exchange only allows the following enumerated values for this element:</p> <ul style="list-style-type: none"> Booking Number = BKNMBR CDSS = CDSSNMBR Citation Number = CTNNMBR City Attorney Case File Number = CTYATYCSFLNMBR Companion = CMPNAIN Consolidated Petition Number = CONSOLPETITIONNUM Crime Report Number = CRIMEREPORTNUM Criminal = 205200, CRIMINAL CWS Number = CWSNMBR DA Case File Number = DACSNMBR DCA Appeals Case Number = DCAACN DCFS Case Number = DCFSNMBR DCSS Case Number = DCSSCSNMBR DCSS Participant Number = DCSSPRTNR District Attorney = 205201, DA DR Number = DRNUM Filing Agency Case = FILEAGENCY Fingerprint Card Number = FINGPRNT Judicial District Number = JUDDISNUM Other = OTHRNMBR Petition Number = PETITIONNUM Probation Case Number = PROCSNMBR Public Defender Case Number = PDCN Refiled Case Number = RFCASENUM Search Warrant Number = SWNUM Sheriff's ID number = SHRFNMBR Supreme Court Appeals Case Number = SCACN Warrant Control Number = WARCONNUM Warrant Number = WRNTNMBR
Eye Color	EyeColor.xsd
Filing Type	FilingType.xsd
Gender	Gender.xsd
Hair Color	HairColor.xsd
Item	ScarsMarksTattoosItem.xsd
Language	Language.xsd
Left/Right/Both	ScarsMarksTattoosSide.xsd
Name Type	NameType.xsd
Participant Category	ParticipantType.xsd
Pay Cycle	PayCycle.xsd

Element Name	Schema Name
Payor Name - Category	ParticipantType.xsd
Phone Type	PhoneType.xsd
Position Type	PositionType.xsd
Race	Race.xsd
Resource Type	ResourceType.xsd This exchange only allows the following enumerated values for this element: Arbitrator = ARB Department = DEPTR FCS Mediator = MEDFCS Judicial Assistant = JA Judicial Officer = DEPTJO Mediator = MED Temporary Judge = TJ
Role	ParticipantRole.xsd
Scheduling Options	EventStatus.xsd This exchange only allows the following enumerated values for this element: <ul style="list-style-type: none"> Scheduled Reserved
Skin Tone	SkinTone.xsd
State	State.xsd When Address Type is “Military APO” or “Military FPO” the City element must be populated with one of the State.xsd values below: <ul style="list-style-type: none"> <Blank> Military in America = AA Military (Europe, Mid East, Africa, Canada) = AE Military in the Pacific = AP
Status	Only allowable value is: <ul style="list-style-type: none"> Received
Street Type	StreetType.xsd
Error Response	
Status	Allowable values are: <ul style="list-style-type: none"> Error Rejected
Error Code	See “CCMS Data Exchange Errors” for a list of all errors.
Error Description	See “CCMS Data Exchange Errors” for a list of all errors.

6.2.2 Court configurable elements

Each local court has the ability to create, edit, and remove the allowable values for the following data elements within this exchange:

- Case Sub-type
- Filing Document
- Location
- Payment Method

In practice, many of these values are standard across courts, but integration partners should contact their local court administrator for an authoritative list of the court-specific allowable values. These values will be contained in the Court Policy File, which describes specific court business and operational rules (e.g., hours of operation, code lists, and fee schedules) in a machine-readable format. The Court Policy File for each local court will be developed as part of the CCMS deployment of that court. Integration partners can learn more about the Court Policy File by referring to the “*Court Policy File Overview*.”

6.2.3 Indicator Element Allowable Values

This exchange includes numerous ‘Indicator’ elements that provide additional information related to a specific condition or scenario. The following is a list of indicator elements contained in this exchange. The allowable values for each element must be either ‘Y’ for yes or ‘N’ for no. Integration partners should not rely on the exchange mapping spreadsheets for the indicator element allowable values, but rather the exchange schemas contained in the appropriate schema folder.

These schemas are the authoritative source for the indicator allowable values.

- Accept Judicial Officer
- Active Military Duty
- Amended
- Attorney Fees and Costs
- CalWorks or TANF
- CAPI
- Child Custody
- Child Custody and Visitation – Enforce
- Child Custody and Visitation – Establish
- Child Custody and Visitation – Modify
- Child Support
- Child Support – Enforce
- Child Support – Establish
- Child Support – Modify
- Class Action
- Commercial Vehicle
- Complex Case
- Confidentiality Indicator
- Contempt

- County Relief or General Assistance
- Court-Appointed Interpreter Fees for a Witness
- Decline Judicial Officer
- Defective
- Disqualification on Case
- Division of Property
- Ex Parte
- Exceptional Case
- Fees for a Peace Officer to Testify in Court
- Fees for Court-Appointed Experts
- Financial Assistance
- Food Stamps
- Has Special Needs
- Hazardous Material
- Health Care
- IHSS
- Improved Financial Situation
- Injunctive Order
- Injunctive Relief
- Internal
- International Phone Number Indicator
- Interpreter Required
- Judgment
- Jury Fees and Expenses
- Jury Requested
- Lawyer has agreed
- Long Cause
- Medi-Cal
- Modification
- Other
- Other

- Owner's Responsibility
- Parentage
- Pension Issues
- PI Case
- Primary Language Indicator
- Primary Vehicle
- Recusation on Case
- Remedies Sought – Declaratory or Injunctive Relief
- Remedies Sought – Monetary
- Remedies Sought – Punitive
- Reporters' Daily Fees
- Request to Waive Court Fees
- Requested Waiver in Last Six Months
- Restraining Order – Enforce
- Restraining Order – Establish
- Restraining Order – Modify
- Settlement Received
- Short Cause
- Spousal Support
- Spousal Support – Enforce
- Spousal Support – Establish
- Spousal Support – Modify
- SSI
- SSP
- Statement of Venue needs to be filed
- Summons Issued
- Superior Court
- Supreme Court or Appellate Division
- Undertaking Deposited Type
- Visitation

6.3 *Business Processes*

There are no additional business processes that impact the exchange.

6.4 *Data Classification*

At the time of this writing, no security classifications or restrictions to the data contained in this exchange have been identified.

6.4.1 *Privacy considerations*

At the time of this writing, no specific privacy considerations for the content contained in this exchange have been identified.

7.0 ISB Message Processing

7.1 Routing

The ISB performs message routing for this data exchange. Routing rules are based on the content contained in the Common Service Header, which is described in the “*CCMS Data Exchange Common Technical Requirements*.”

- No additional routing rules apply.

7.2 Message Interactions

All messages sent from the ISB are processed synchronously in real time. This means messages received by the trial court are validated, translated to the appropriate format, and routed to the destination immediately.

Refer to the “*Data Exchange Functional Design Guidelines*” for an additional description of the message interactions with the ISB and CCMS.

Appendix A. Acronyms

Table 3. Acronyms

Acronym	Name
ACCMS	Appellate Court Case Management System
AOC	Administrative Office of the Courts
CCMS	California Case Management System
CCTC	California Courts Technology Center
CEB	Common Element Block
DI	data integration
F&F	Fees and Fines
FTA	Failure To Appear
IP	integration partner
ISB	Integrated Services Backbone
LIAM	Local Integration Assessment Methodology
NIEM	National Information Exchange Model
OWSM	Oracle Web Services Management
RRA	request/reply-asynchronous
RRS	request/reply-synchronous
SDD	Service Description Document
SLA	service level agreement
SME	subject matter experts
URL	Universal Resource Locator
WSDL	Web Services Description Language
XML	eXtensible Markup Language

