

**FORM NUMBER:** ARCivP-93

**LAST REVISION DATE:** 9/18

**TITLE OF THIS FORM:** Cover Sheet Circuit Court – Civil Cases (Not for Domestic Relations Cases)

**USERS OF THIS FORM:** Plaintiff/Plaintiff’s Attorney /Clerk

**PURPOSE OF THIS FORM:** This form is to be filed with the complaint in a civil action or with the notice of appeal in an appeal of a civil case from district to circuit court to supply general information to the court regarding the nature of the suit and allows the court follow, for organizational purposes, the disposition or status of the case.

**APPLICABILITY:** Circuit and District Courts

**AUTHORITY:** Rule 3(b), Alabama Rules of Civil Procedure (ARCP), provides as follows:

“ Except in domestic relations cases, each original complaint at the time it is filed with the circuit court shall be accompanied by an informational ‘cover sheet.’ ... The plaintiff, or if the plaintiff is represented by counsel, then the plaintiff’s attorney, shall complete and sign the ‘ general information’ portion of the cover sheet before it is filed with the court. If the complaint is tendered to the clerk of the circuit court without a properly completed cover sheet, the clerk shall accept the complaint and inform the person filing it of the requirements of this rule, and the plaintiff, or, if the plaintiff is represented by counsel, then the plaintiff’s attorney, shall promptly file a properly completed cover sheet.”

For a party’s failure to comply with the requirements of Rule 3, ARCP, a court may stay the proceedings until the cover sheet is filed or make such other orders as are just, such as contempt of court, or, after proper notice, an order dismissing the action. Additionally, in cases appealed from the district court to the circuit court, the cover sheet shall accompany the notice of appeal.

**COVER SHEET**  
**CIRCUIT COURT – CIVIL CASE**  
(Not For Domestic Relations Cases)

Case Number

C  V         -

Date of Filing:

Month Day Year

Judge Code:

**GENERAL INFORMATION**

IN THE CIRCUIT COURT OF \_\_\_\_\_, ALABAMA  
(Name of County)

v.

**Plaintiff**  
First Plaintiff  Business  Individual  
 Government  Other

**Defendant**  
First Defendant  Business  Individual  
 Government  Other

**NATURE OF SUIT:** Select primary cause of action, by checking box (check only one) that best characterizes your action:

**TORTS: PERSONAL INJURY**

- WDEA - Wrongful Death
- TONG - Negligence: General
- TOMV - Negligence: Motor Vehicle
- TOWA - Wantonness
- TOPL - Product Liability/AEMLD
- TOMM - Malpractice-Medical
- TOLM - Malpractice-Legal
- TOOM - Malpractice-Other
- TBFM - Fraud/Bad Faith/Misrepresentation
- TOXX - Other: \_\_\_\_\_

**TORTS: PERSONAL INJURY**

- TOPE - Personal Property
- TORE - Real Property

**OTHER CIVIL FILINGS**

- ABAN - Abandoned Automobile
- ACCT - Account & Nonmortgage
- APAA - Administrative Agency Appeal
- ADPA - Administrative Procedure Act
- ANPS - Adults in Need of Protective Services

**OTHER CIVIL FILINGS (cont'd)**

- MSXX - Birth/Death Certificate Modification/Bond Forfeiture Appeal/Enforcement of Agency Subpoena/Petition to Preserve
- CVRT - Civil Rights
- COND - Condemnation/Eminent Domain/Right-of-Way
- CTMP - Contempt of Court
- CONT - Contract/Ejectment/Writ of Seizure
- TOCN - Conversion
- EQND - Equity Non-Damages Actions/Declaratory Judgment/Injunction Election Contest/Quiet Title/Sale For Division
- CVUD - Eviction Appeal/Unlawful Detainer
- FORJ - Foreign Judgment
- FORF - Fruits of Crime Forfeiture
- MSHC - Habeas Corpus/Extraordinary Writ/Mandamus/Prohibition
- PFAB - Protection From Abuse
- EPFA - Elder Protection From Abuse
- FELA - Railroad/Seaman (FELA)
- RPRO - Real Property
- WTEG - Will/Trust/Estate/Guardianship/Conservatorship
- COMP - Workers' Compensation
- CVXX - Miscellaneous Circuit Civil Case

**ORIGIN (check one):** F  INITIAL FILING

A  APPEAL FROM

O  OTHER:

DISTRICT COURT

R  REMANDED

T  TRANSFERRED FROM

OTHER CIRCUIT COURT

**HAS JURY TRIAL BEEN DEMANDED?**  YES  NO

**Note:** Checking "Yes" does not constitute a demand for a jury trial. (See Rules 38 and 39, Ala.R.Civ.P, for procedure)

**RELIEF REQUESTED:**

MONETARY AWARD REQUESTED

NO MONETARY AWARD REQUESTED

**ATTORNEY CODE:**

Date

Signature of Attorney/Party filing this form

**MEDIATION REQUESTED:**  YES  NO  UNDECIDED

**Election to Proceed under the Alabama Rules for Expedited Civil Actions:** Yes No