

# CASE TYPE QUICK REFERENCE GUIDE

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This guide will help you determine which case type to use when starting a new case based on the case category and the specific action.

## NOTES

The chart indicates which case types are available for initial and/or subsequent e-filing. This only applies in counties that have e-filing available. See [courts.in.gov/efile](http://courts.in.gov/efile).

There are some actions in which no court case is needed. These include:

1. Department of Labor warrants: IC 22-8-1.1-35.7, no case filing needed; as of April 2014, Dept. of Labor can now file judgments through INcite
2. Department of Workforce Development warrants: IC 22-4-29-6, as of 10/1/15, no case needed to file/track
3. Governor's warrants

## CASE CATEGORIES

Civil .....	2
Court Business.....	7
Criminal, Infractions & Ordinance Violations .....	8
Juvenile .....	9
Probate.....	10
Small Claims.....	11

# CIVIL

Action	Special Notes	Case Type	Identifier	Initial E-filing?	Subsequent E-filing?
Adoption		Adoption	AD	Yes	Yes
Adoption, Filing Decree from Foreign Jurisdiction	IC 31-19-28-1, regular civil filing fees	Adoption	AD	Yes	Yes
Adult Protective Services Petition		Civil Miscellaneous	MI	Yes	Yes
Appeal of Denial of Township Assistance by Board of County Commissioners	IC 12-20-15-8 and IC 36-2-2-27 through IC 36-2-2-29 regular civil filing fees	Civil Miscellaneous	MI	Yes	Yes
Application for Judgment for Unpaid Taxes filed by county auditor		Civil Miscellaneous	MI	Yes	Yes
Appraiser Appointments		Civil Miscellaneous	MI	Yes	Yes
Arrest/Hold - Out of County Body Attachment	Trial Rule 64(A) no filing fees assessed	Civil Miscellaneous	MI	Yes	Yes
BMV Reinstatement Fee Waiver	See Criminal Case Category Section				
Certiorari for Matters involving Board of Zoning Appeals, Petition		Civil Miscellaneous	MI	Yes	Yes
Child Support Establish, Petition		Domestic Relations with Children	DC	Yes	Yes
Civil Action on notes and accounts	may be filed as a small claims case (SC) with small claims filing fees provided the case meets the restricted dollar amount of damages	Civil Collections	CC	Yes	Yes
Civil Collections	may be filed as a small claims case (SC) with small claims filing fees provided the case meets the restricted dollar amount of damages	Civil Collections	CC	Yes	Yes
Civil RICO forfeiture procedures		Civil Miscellaneous	MI	Yes	Yes
Civil Tort		Civil Tort	CT	Yes	Yes
Collaborative Care Agreement, Petition to approve		Civil Miscellaneous	MI	Yes	Yes
Collections	may be filed as a small claims case (SC) with small claims filing fees provided the case meets the restricted dollar amount of damages	Civil Collections	CC	Yes	Yes
Compel Disclosure of Public Records	IC 5-14-3-4.4 or 5.14-3-9 regular civil filing fees required	Civil Miscellaneous	MI	Yes	Yes
Conservancy District Creation, Petition		Civil Miscellaneous	MI	Yes	Yes
Custody Petition filed by Grandparents		Civil Miscellaneous	MI	Yes	Yes
Deposition before Action or Pending Appeal under TR 27, Petition to take	no filing fee required	Civil Miscellaneous	MI	Yes	Yes
Destruction Orders for Gun buy-back program		Civil Miscellaneous	MI	Yes	Yes

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Action	Special Notes	Case Type	Identifier	Initial E-filing?	Subsequent E-filing?
Domestic Relations with children	If either <a href="#">IC 31-15-2-5</a> (dissolution) or <a href="#">IC 31-15-3-4</a> (legal separation) requires a child to be listed in the petition, the case should be opened as a DC.	Domestic Relations with Children	DC	Yes	Yes
Domestic Relations without children	If either <a href="#">IC 31-15-2-5</a> (dissolution) or <a href="#">IC 31-15-3-4</a> (legal separation) requires a child to be listed in the petition, the case should be opened as a DC.	Domestic Relations without Children	DN	Yes	Yes
Domestic Relations/dissolution of marriage	not to be used for new filings after 12/31/2016	Domestic Relations	DR	No	Yes
Ejectment	may be filed as a small claims case (SC) with small claims filing fees provided the case meets the restricted dollar amount of damages	Civil Collections	CC	Yes	Yes
Emancipation petition		Civil Miscellaneous	MI	Yes	Yes
Emergency Detention for Temporary Commitment		Mental Health	MH	Yes	Yes
Eviction	may be filed as a small claims case (SC) with small claims filing fees provided the case meets the restricted dollar amount of damages	Civil Collections	CC	Yes	Yes
Expungement petitions	IC 35-38-9 criminal cases only	Expungement	XP	Yes	Yes
Filing Fee Waiver Denial - if underlying case is not filed		Civil Miscellaneous	MI	Yes	Yes
Foreign Country Money Judgment, Petition to Recognize	IC 34-54-12 regular civil filing fees	Civil Miscellaneous	MI	Yes	Yes
Forfeiture of Property	IC 34-24-1-1	Civil Miscellaneous	MI	Yes	Yes
Habeas Corpus from DOC		Civil Miscellaneous	MI	Yes	Yes
Hardship License petition	IC 9-24-15 (repealed 1/1/2015)	Civil Miscellaneous	MI	Yes	Yes
Indiana Birth Certificate for Out of Country Adoption	IC 31-19-28	Adoption	AD	Yes	Yes
Judicial Review of BMV Material Error, petition	IC 9-33-2-3 petitioner should pay infraction filing fees see IC 9-33-2-4(e)	Civil Miscellaneous	MI	Yes	Yes
Judicial Review of Administrative Agency Action, petition	IC 4-21.5-5-7 Petitioner should pay civil filing fees	Civil Miscellaneous	MI	Yes	Yes
Landlord and Tenant collections	may be filed as a small claims case (SC) with small claims filing fees provided the case meets the restricted dollar amount of damages	Civil Collections	CC	Yes	Yes
Legal Separation Petition	If either <a href="#">IC 31-15-2-5</a> (dissolution) or <a href="#">IC 31-15-3-4</a> (legal separation) requires a child to be listed in the petition, the case should be opened as a DC.	Domestic Relations with Children OR Domestic Relations without Children	DC or DN	Yes	Yes

Updated 8/30/2018

Action	Special Notes	Case Type	Identifier	Initial E-filing?	Subsequent E-filing?
Libel		Civil Tort	CT	Yes	Yes
Mandamus, Writ	IC 34-27-3 civil filing fees required	Civil Miscellaneous	MI	Yes	Yes
Mandate of Funds	filed by court under Trial Rule 60.5 no filing fees	Civil Miscellaneous	MI	Yes	Yes
Marriage - Underage Petition	regular civil filing fees, case is confidential under A.R. 9	Civil Miscellaneous	MI	Yes	Yes
Marriage License Declaratory Judgment	IC 31-11-4-17	Civil Miscellaneous	MI	Yes	Yes
Marriage Waivers		Civil Miscellaneous	MI	Yes	Yes
Mechanic's Liens	may be filed as a small claims case (SC) with small claims filing fees provided the case meets the restricted dollar amount of damages	Civil Collections	CC	Yes	Yes
Medical Malpractice		Civil Tort	CT	Yes	Yes
Medical Tort Claim requiring judicial action but is still before the medial review board		Civil Miscellaneous	MI	Yes	Yes
Mental Health		Mental Health	MH	Yes	Yes
Mortgage Foreclosure		Mortgage Foreclosure	MF	Yes	Yes
Name Change petitions		Civil Miscellaneous	MI	Yes	Yes
Personal Injury		Civil Tort	CT	Yes	Yes
Proceedings Supplemental to enforce Foreign Judgments	civil filing fees required	Civil Miscellaneous	MI	Yes	Yes
Public Record, Action to Compel Disclosure	IC 5-14-3-9(e) civil filing fees required	Civil Miscellaneous	MI	Yes	Yes
Removal from Sex Offender Registry	IC 11-8-8-22 civil filing fees are required	Civil Miscellaneous	MI	Yes	Yes
Renewal Complaint to renew a judgment (10-year judgment about to expire)	may be filed as a small claims case (SC) with small claims filing fees provided the case meets the restricted dollar amount of damages	Civil Collections	CC	Yes	Yes
Replace Lost Vehicle Title	may be filed as small claims case (SC) with small claims filing fees if the value of the vehicle is less than the restricted dollar amount of damages for a small claims action	Civil Miscellaneous	MI	Yes	Yes
Restitution Enforcement petition	Restitution Enforcement petition	Civil Miscellaneous	MI	Yes	Yes
Restoration of right to possess firearm	IC 35-47-4-7 civil filing fee required	Civil Miscellaneous	MI	Yes	Yes
Restricted Driver's License petition	IC 9-24-15 repealed 1/1/2015	Civil Miscellaneous	MI	Yes	Yes
Return of Property used in crime	IC 34-24-1-1	Civil Miscellaneous	MI	Yes	Yes
Slander		Civil Tort	CT	Yes	Yes

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<b>Action</b>	<b>Special Notes</b>	<b>Case Type</b>	<b>Identifier</b>	<b>Initial E-filing?</b>	<b>Subsequent E-filing?</b>
Specialized Driving Privileges	IC 9-30-16-4 regular civil fees	Civil Miscellaneous	MI	Yes	Yes
Structured Settlement Payment Transfer	IC 34-50-2	Civil Miscellaneous	MI	Yes	Yes
Tax Deed, Verified Petition for	no filing fees only one petition for deed per case	Petition for Tax Deed	TP	Yes	Yes
Tax Sales	Auditor's Application for Judgment for collection of unpaid tax liens (property taxes, both real and personal)	Tax Sale	TS	Yes	Yes
Tax Warrant filing for further collection proceedings		Civil Miscellaneous	MI	Yes	Yes
Trespass, civil		Civil Tort	CT	Yes	Yes
Unsafe Building Law, Notice or Objection to claim for unpaid costs	IC 36-7-9-13(c) and (d)	Civil Collections	CC	Yes	Yes
Utility Easements		Civil Tort	CT	Yes	Yes
Visitation Petition filed by Grandparents		Civil Miscellaneous	MI	Yes	Yes
Wrongful Death Action		Civil Tort	CT	Yes	Yes
Wage Claim Case		Civil Plenary	CP	Yes	Yes
Wrongful Death Claim not involving a minor plaintiff, Compromise of		Civil Miscellaneous	MI	Yes	Yes
Appeal taken from County Election Board	IC 3-6-5-34	Civil Plenary	PL	Yes	Yes
Civil Plenary		Civil Plenary	PL	Yes	Yes
Contract Disputes		Civil Plenary	PL	Yes	Yes
Declaratory Judgment Action	IC 34-14-1	Civil Plenary	PL	Yes	Yes
Enforce or register foreign child support order based on paternity		Reciprocal Support	RS	Yes	Yes
Estate - Contested Claim in Estate	regular probate filing fees	Civil Plenary	PL	Yes	Yes
Foreign Protective Order registry		Protection Order	PO	No	No
Modification of Support or Custody under Uniform Child Custody Jurisdiction Act Petition		Reciprocal Support	RS	Yes	Yes
Post Conviction		Post Conviction Relief	PC	Yes	Yes
Property Transfers under Eminent Domain petition		Civil Plenary	PL	Yes	Yes
Protective Orders		Protection Order	PO	No	No
Pyramid Promotional Schemes		Civil Plenary	PL	Yes	Yes
Quiet Title		Civil Plenary	PL	Yes	Yes

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Action	Special Notes	Case Type	Identifier	Initial E-filing?	Subsequent E-filing?
Reciprocal Enforcement of Child Support (UIFSA)		Reciprocal Support	RS	Yes	Yes
Reciprocal Support		Reciprocal Support	RS	Yes	Yes
Whistle blower cases brought under seal	I.C. 5-11-5.5	Civil Plenary	PL	Yes	Yes
Will Contest	After July 1, 2017, filed as civil plenary (PL), however probate, not civil, filing fees should be assessed as this action is brought under Title 29	Civil Plenary	PL	Yes	Yes
Workplace Violence Restraining Order, Petition for	IC 34-26-6 no filing fees	Protection Order	PO	No	No

# COURT BUSINESS

Action	Special Notes	Case Type	Identifier	Initial E-filing?	Subsequent E-filing?
Attorney surrogate petition for deceased/disabled attorney	Clerk and Court Use only. Admission and Discipline Rule 23 no filing fee.	Court Business	CB	No	No
Court Holiday Hours Orders	Clerk and Court use only	Court Business	CB	No	No
Grand Jury Reports	Clerk and Court use only	Court Business	CB	No	No
Jury Payroll Orders	Clerk and Court use only	Court Business	CB	No	No
Lis pendens registry	Clerk and Court use only	Court Business	CB	No	No
Local Rule adoption or amendment	Clerk and Court use only	Court Business	CB	No	No
<i>Pro Tem</i> and Special Judge appointments	Clerk and Court use only	Court Business	CB	No	No
Recording Judgment issued in another county	Clerk and Court use only	Court Business	CB	Yes	Yes
Senior Judge work/case assignment	Clerk and Court use only	Court Business	CB	No	No
Will Depository - Deposit of will with Clerk	IC 29-1-7-3.1 A person may deposit a will with the circuit court clerk of the county in which the testator resided when the testator executed the will. The circuit court clerk may assume, without inquiring into the facts, that the depositor's representation is accurate as to the county where the testator resided when the testator executed the will. Except as provided in subsection (e), the circuit court clerk shall collect a fee of twenty-five dollars (\$25) for the deposit of the will.	Court Business	CB	No	

# CRIMINAL, INFRACTIONS & ORDINANCE VIOLATIONS

Action	Special Notes	Case Type	Identifier	Initial E-filing?	Subsequent E-filing?
BMV Reinstatement Fee Waiver	IC 9-25-6-15.1(a) must be filed in a criminal court of record in petitioner's county of residence	Criminal Miscellaneous	MC	No	Yes
Criminal Contempt	Criminal Contempt	Criminal Miscellaneous	MC	No	Yes
Criminal Misdemeanor		Criminal Misdemeanor	CM	No	Yes
Extradition or Fugitive Complaint		Criminal Miscellaneous	MC	No	Yes
Felony Class A	committed on or after 1/1/2002 and before 6/30/14	A Felony	FA	No	Yes
Felony Class B	committed on or after 1/1/2002 and before 6/30/14	B Felony	FB	No	Yes
Felony Class C	committed on or after 1/1/2002 and before 6/30/14	C Felony	FC	No	Yes
Felony Class D	committed on or after 1/1/2002 and before 6/30/14	D Felony	FD	No	Yes
Felony Level 1	committed on or after 7/1/14	Felony Level 1	F1	No	Yes
Felony Level 2	committed on or after 7/1/14	Felony Level 2	F2	No	Yes
Felony Level 3	committed on or after 7/1/14	Felony Level 6	F3	No	Yes
Felony Level 4	committed on or after 7/1/14	Felony Level 4	F4	No	Yes
Felony Level 5	committed on or after 7/1/14	Felony Level 5	F5	No	Yes
Felony Level 6	committed on or after 7/1/14	Felony Level 6	F6	No	Yes
Grand Jury, calling grand jury		Criminal Miscellaneous	MC	No	Yes
Investigatory Subpoena (Oman v. State)		Criminal Miscellaneous	MC	No	Yes
Miscellaneous Criminal		Criminal Miscellaneous	MC	No	Yes
Murder		Murder	MR	No	Yes
Probable Cause determination, case not yet filed.		Criminal Miscellaneous	MC	No	Yes
Probation Transfer received from another county/state		Criminal Miscellaneous	MC	No	Yes
Reentry Court case transferred in from another county		Criminal Miscellaneous	MC	No	Yes
Search Warrant, case not filed		Criminal Miscellaneous	MC	No	Yes
Seizure Order w/o forfeiture complaint per I.C. 34-24-1		Criminal Miscellaneous	MC	No	Yes
Special Prosecutor, Petition to Appoint		Criminal Miscellaneous	MC	No	Yes
Infractions		Infraction	IF	No	Yes

Action	Special Notes	Case Type	Identifier	Initial E-filing?	Subsequent E-filing?
Ordinance Violation		Ordinance Violation	OV	No	Yes

## JUVENILE

Action	Special Notes	Case Type	Identifier	Initial E-filing?	Subsequent E-filing?
Disobeying reasonable and lawful commands of parent/guardian/custodian		Juvenile Status	JS	No	Yes
Expungement petitions for Juvenile court records	IC 31-39-8; the petition should be filed in the original juvenile case. No new case is needed.	No New Court Case is Needed	NONE	No	Yes
Expungement petitions for substantiated reports of the Department of Child Services	IC 31-33-27-5. regular juvenile filing fees	Juvenile Miscellaneous	JM	No	Yes
Failing to attend school		Juvenile Status	JS	No	Yes
Juvenile - Leaving home without reasonable cause or permission		Juvenile Status	JS	No	Yes
Juvenile CHINs		Juvenile CHINs	JC	No	Yes
Juvenile Delinquency		Juvenile Delinquency	JD	No	Yes
Juvenile Informal Adjustments		Juvenile Miscellaneous	JM	No	Yes
Juvenile Miscellaneous		Juvenile Miscellaneous	JM	No	Yes
Juvenile Paternity		Juvenile Paternity	JP	Yes	Yes
Juvenile Status		Juvenile Status	JS	No	Yes
Child Protection Orders	this case type is only used for child protection orders filed by DCS pursuant to IC 31-34-2.3	Child Protection Order	JQ	No	No
Juvenile Termination of Parental Rights	no filing fees required	Juvenile Termination of Parental Rights	JT	Yes	Yes
Search Warrant for Juvenile (prior to any petition being filed)		Juvenile Miscellaneous	JM	No	Yes
Support where paternity is established by affidavit		Juvenile Paternity	JP	Yes	Yes
Violating Curfew		Juvenile Status	JS	No	Yes
Waiver of Parental Consent to Abortion, Petition by Minor for	IC 16-34-2-4; no filing fees required	Juvenile Miscellaneous	JV	No	Yes

# PROBATE

Action	Special Notes	Case Type	Identifier	Initial E-filing?	Subsequent E-filing?
Estate - Ancillary	assess regular probate filing fees	Estate Unsupervised	EU	Yes	Yes
Estate - Distribute Estate Assets without the appointment of personal rep	assess regular probate filing fees	Estate Unsupervised	EU	Yes	Yes
Estate - Domiciliary Foreign Personal Representative Filing	IC 29-2-1 assess regular probate filing fees	Estate Unsupervised	EU	Yes	Yes
Estate - Establishing Personal Rep. for a civil matter	assess regular probate filing fees	Estate Unsupervised	EU	Yes	Yes
Estate - Inheritance Tax returns, Filing	no filing fees	Estate Miscellaneous	EM	Yes	Yes
Estate - Open Bank Lock boxes	no filing fees	Estate Miscellaneous	EM	Yes	Yes
Estate - Pay expenses related to estate	IC 29-1-8-1(a) assesses regular probate filing fees	Estate Unsupervised	EU	Yes	Yes
Estate - Small Estate Affidavit filing	IC 29-1-8-1 and IC 29-1-8-4.5; opening an EU case and assessing probate filing fees is only required if the affiant requests a court order to enforce the affidavit. If no court order is requested, no EU case is opened.	Estate Unsupervised	EU	Yes	Yes
Estate - Summary Administration Procedure	IC 29-1-8-3 and IC 29-1-8-4 no filing fees	Estate Miscellaneous	EM	Yes	Yes
Estate - Supervised		Estate Supervised	ES	Yes	Yes
Estate - Unsupervised		Estate Unsupervised	EU	Yes	Yes
Estate - Vehicle Titles, Affidavit to Transfer	IC 29-1-8-1(c); opening an EU case and assessing probate filing fees is only required if the affiant requests a court order to enforce the affidavit. If no court order is requested, no EU case is opened.	Estate Unsupervised	EU	Yes	Yes
Guardianships		Guardianship	GU	Yes	Yes
Trusts		Trust	TR	Yes	Yes
Trusts - Supervised Trusts created through estate		Trust	TR	Yes	Yes
Will - Objection to Probate	IC 29-1-7-16	Estate Miscellaneous	EM	Yes	Yes
Will - Petition to Produce	IC 29-1-7-3	Estate Miscellaneous	EM	Yes	Yes
Will - Spreading the will	no filing fees	Estate Miscellaneous	EM	Yes	Yes
Wrongful Death Claim, Compromise of	if the case involves a minor plaintiff and amount in controversy exceeds \$10,000	Guardianship	GU	Yes	Yes

# SMALL CLAIMS

Action	Special Notes	Case Type	Identifier	Initial E-filing?	Subsequent E-filing?
Civil Action on notes and accounts	must be filed as civil collections case (CC) with civil filing fees if the case exceeds the restricted dollar amount of damages for a small claims action	Small Claims	SC	Yes	Yes
Civil Collections	must be filed as civil collections case (CC) with civil filing fees if the case exceeds the restricted dollar amount of damages for a small claims action	Small Claims	SC	Yes	Yes
Collections	must be filed as civil collections case (CC) with civil filing fees if the case exceeds the restricted dollar amount of damages for a small claims action	Small Claims	SC	Yes	Yes
Ejectment	must be filed as civil collections case (CC) with civil filing fees if the case exceeds the restricted dollar amount of damages for a small claims action	Small Claims	SC	Yes	Yes
Eviction	must be filed as civil collections case (CC) with civil filing fees if the case exceeds the restricted dollar amount of damages for a small claims action	Small Claims	SC	Yes	Yes
Landlord and Tenant collections	must be filed as civil collections case (CC) with civil filing fees if the case exceeds the restricted dollar amount of damages for a small claims action	Small Claims	SC	Yes	Yes
Mechanic's Liens	must be filed as civil collections case (CC) with civil filing fees if the case exceeds the restricted dollar amount of damages for a small claims action	Small Claims	SC	Yes	Yes
Renewal Complaint to renew a judgment (10-year judgment about to expire)	must be filed as civil collections case (CC) with civil filing fees if the case exceeds the restricted dollar amount of damages for a small claims action	Small Claims	SC	Yes	Yes
Replace Lost Vehicle Title	must be filed as civil miscellaneous case (MI) with civil filing fees if the value of the vehicle exceeds the restricted dollar amount of damages for a small claims action	Small Claims	SC	Yes	Yes
Small Claims		Small Claims	SC	Yes	Yes