**Justice Court Quick Guide to Form Fields**

**Case Fields (Traffic, Criminal and Civil)**

|  |  |  |
| --- | --- | --- |
| ACCIDENT | AFD360 | (1) Y/N |
| AFFIANT NAME (CRIM) | AFD840 | (30) |
| AGENCY | AFD620 | (4) |
| ALCOHOL % | AFD590 | (5) |
| AMOUNT DUE | OUT050 | 99999999.99 |
| AMOUNT OWED | OUT030 | 99999999.99 |
| AMOUNT PAID | OUT040 | 99999999.99 |
| APPEARED | AFD690 | (1) Y/N |
| ARRESTING OFFICER | AFD630 | (20) |
| BAD CHECK AMOUNT (CRIM) | AFD670 | 9999999.99 |
| BADGE NUMBER | AFD640 | (4) |
| BIRTH(Short) | AFD440-AFD450-AFD430 (AFD420) | MM DD YYYY(MM/DD/YYYY) |
| BOOK | AFD020 | (4) |
| BOND AMOUNT | AFD051 | 999999999999999.99 |
| CAUSE OF ACTION (CIVIL) | AFD550 | (32) |
| CHARGE CODE (CRIM) | AFD080 | 9999 |
| CHARGE CODE DESCRIPTION (CRIM) | OFF020 | (32) |
| CITATION NUMBER | AFD760 | 9999999999 |
| CMV | AFD850 | (1) Y/N |
| COMMENT | AFD780 | (20) |
| CONSTABLE | AFD909 | (3) |
| CONSTABLE DISPLAY | OUT080 | (32) |
| COURTROOM | AFD180 | 99 |
| COURTROOM ADDRESS LINE 1 | CRM03001 | (30) |
| COURTROOM ADDRESS LINE 3 | CRM03003 | (30) |
| COURTROOM ADDRESS LINE 2 | CRM03002 | (30) |
| COURTROOM ADDRESS LINE 3 | CRM03003 | (30) |
| COURTROOM EMAIL | CRM060 | (40) |
| COURTROOM FAX | CRM050 | (15) |
| COURTROOM NAME | CRM020 | (30) |
| COURTROOM NUMBER | CRM010 | 99 |
| COURTROOM PHONE 1 | CRM04001 | (15) |
| COURTROOM PHONE 2 | CRM04002 | (15) |
| COURTROOM PHONE 3 | CRM04003 | (15) |
| COURTROOM PHONE 4 | CRM0400 | (15) |
| DEFENDANT ADDRESS LINE 1 | AFD05001 | (32) |
| DEFENDANT ADDRESS LINE 2 | AFD05002  | (32) |
| DEFENDANT ADDRESS LINE 3 | AFD05003 | (32) |
| DEFENDANT NAME | AFD040 | (32) |
| DEFENDANT OUT OF STATE | AFD970 | (1) Y/N  |
| DEFENDANT PHONE  | AFD907 | (15) |
| DEFENDANT PHONE BUS (CIVIL) | AFD247 | (15) |
| DEFENDANT SELF EMPLOYED (CIVIL) | AFD882 | (1) Y/N |
| DISPO CODE | AFD160 | 99 |
| DISPO DISPLAY | DSP020 | (30) |
| DISPOSITION DATE(Short) | AFD110-AFD120-AFD100 (AFD090) | MM DD YYYY(MM/DD/YYYY) |
| DOCKET BOOK  | AFD020 | (4) |
| DOCKET PAGE | AFD025 | (6) |
| DOCKET TYPE | AFD030 | (1) 1,2,3 |
| DRIVER’S LICENSE CLASS | AFD1026 | (2) |
| DRIVER’S LICENSE ID | AFD990 | (1) Y/N |
| DRIVER’S LICENSE NUMBER | AFD680 | (20) |
| DRIVER’S LICENSE STATE | AFD390 | (2) |
| DEF EMPLOYER ADDRESS LINE 1 (CIVIL) | AFD05202 | (30) |
| DEF EMPLOYER ADDRESS LINE 2 (CIVIL) | AFD05202 | (30) |
| DEF EMPLOYER ADDRESS LINE 3 (CIVIL) | AFD05203 | (30) |
| DEF EMPLOYER NAME (CIVIL) | AFD051 | (30) |
| DISMISSED WITH PREJUDICE (CIVIL) | AFD610 | (1) Y/N |
| FILING DATE(Short) | AFD820-AFD830-AFD810 (AFD800) | MM DD YYYY(MM/DD/YYYY) |
| FINE AMOUNT | OUT030 | 99999999.99 |
| FOUND | AFD880 | (1) |
| GARNISHMENT  | AFD260 | (1) Y/N |
| HAZARDOUS | AFD860 | (1) Y/N |
| IN FAVOR OF (CIVIL) | AFD780 | (20) |
| JAIL TIME | AFD900 | (10) |
| JUDGE | AFD170 | 99 |
| JUDGE DISPLAY NAME | OUT060 | (32) |
| JUDGMENT AMOUNT (CIVIL) | AFD770 | 99999999.99 |
| JUDGMENT AMOUNT LINE 1 (CIVIL) | JDG07001 | 9999.99 |
| JUDGMENT AMOUNT LINE 2 (CIVIL) | JDG07002 | 9999.99 |
| JUDGMENT AMOUNT LINE 3 (CIVIL) | JDG07003 | 9999.99 |
| JUDGMENT AMOUNT LINE 4 (CIVIL) | JDG07004 | 9999.99 |
| JUDGMENT AMOUNT LINE 5 (CIVIL)  | JDG07005 | 9999.99 |
| JUDGMENT DATE (SHORT)(CIVIL) | AFD210-AFD220-AFD200 (AFD190) | MM DD YYYY(MM/DD/YYYY) |
| JUDGMENT DETAIL LINE 1 (CIVIL) | JDG06001 | (10) |
| JUDGMENT DETAIL LINE 2 (CIVIL) | JDG06002 | (10) |
| JUDGMENT DETAIL LINE 3 (CIVIL) | JDG06003 | (10) |
| JUDGMENT DETAIL LINE 4 (CIVIL)  | JDG06004 | (10) |
| JUDGMENT DETAIL LINE 5 (CIVIL) | JDG06005 | (10) |
| JUDGMENT TOTAL (CIVIL) | OUT120 | 99999999.99 |
| LOCATION | AFD240 | (30) |
| LOCATION HWY | AFD280 | (3) |
| LOCATION HWY CODE | AFD987 | (1) |
| NATURE OF OFFENSE | AFD580 | (32) |
| OFFENSE DATE (SHORT) | AFD310-AFD320-AFD300 (AFD290) | MM DD YYYY(MM/DD/YYYY) |
| OFFENSE TIME | AFD340:AFD350 | HH:MM |
| OWNER OF VECHICLE | AFD520 | (32) |
| PAGE | AFD025 | (6) |
| PLAINTIFF ADDRESS ID | AFD960 | (5) |
| PLAINTIFF ADDRESS LINE 1 (CIVIL) | AFD07001 | (32) |
| PLAINTIFF ADDRESS LINE 2 (CIVIL) | AFD07002 | (32) |
| PLAINTIFF ADDRESS LINE 3 (CIVIL) | AFD07003 | (32) |
| PLAINTIFF NAME (CIVIL) | AFD060 | (32) |
| PLAINTIFF PHONE (CIVIL) | AFD908 | (15) |
| PLAINTIFF PHONE BUS (CIVIL) | AFD246 | (15) |
| PLEAD | AFD870 | (1)  |
| PLEAD VOLUNTARILY | AFD250 | (1) Y/N |
| RACE | AFD410 | (1) |
| REMARKS | AFD550 | (32) |
| REPRESENTED | AFD890 | (1) Y/N |
| RESTITUTION AMOUNT | AFD770 | 99999999.99 |
| RETURNABLE/COURT DATE (SHORT) | AFD904-AFD905-AFD903 (AFD902) | MM DD YYYY(MM/DD/YYYY) |
| RETURNABLE/COURT TIME | AFD140:AFD150 AFD269 | HH:MM(1) A/P |
| SEX | AFD400 | (1) |
| SOCIAL SECURITY NUMBER | AFD720 | 999999999 |
| SPEED | AFD560 | 999 |
| STATUS | AFD230 | (1) (A,I,C) |
| SURETY | AFD53001 | (32) |
| TYPE | AFD030 | (1) 1,2,3 |
| VEHICLE LICENSE NUMBER | AFD460 | (10) |
| VEHICLE MAKE | AFD490 | (4) |
| VEHICLE STATE | AFD470 | (2) |
| VEHICLE TYPE | AFD510 | (4) |
| VEHICLE YEAR | AFD480 | 9999 |
| VERDICT DATE (SHORT) | AFD984-AFD986-AFD982 (AFD980) | MM DD YYYY(MM/DD/YYYY) |
| WAIVED ATTORNEY | AFD1025 | (1) Y/N |
| ZONE | AFD570 | 999 |

**Forms Screen**

|  |  |  |
| --- | --- | --- |
| DOCKET BOOK | AFD020 | (4) |
| DOCKET PAGE | AFD025 | (6) |
| DOCKET TYPE | AFD030 | (1) 1,2,3 |
| SHORT DATE OF NOTICE | INP050 | MM/DD/YYYY |
| DATE OF NOTICE | INP020-INP030-INP040 | MM DD YYYY |
| SIGNATURE OF JUDGE | INP010 | (32) |
| COUNTY NAME | INP080 | (25) |
| ATTORNEY FEES | INP060 | 9999.99 |
| TOTAL COSTS | INP070 | 9999.99 |
| AMOUNT PAID ON JUDGMENT | INP100 | 99999.99 |
| WITNESS NAME | INP090 | (32) |
| WITNESS ADDRESS LINE 1 | INP092 | (32) |
| WITNESS ADDRESS LINE 2 | INP093 | (32) |
| WITNESS ADDRESS LINE 4 | INP094 | (32) |

**Garnishment Detail Screen**

|  |  |  |
| --- | --- | --- |
| BOOK | GRD010 | (4) |
| PAGE | GRD020 | (4) |
| PLAINTIFF | AFD060 | (30) |
| GARNISHMENT NUMBER | GRD050 | 99 |
| GARNISHMENT STATUS | GRD350 | (1) |
| SHORT ISSUED DATE | GRD130 | MM/DD/YYYY |
| SHORT ANSWERED DATE | GRD210 | MM/DD/YYYY |
| ISSUED DATE | GRD150-GRD160-GRD140 | MM DD YYYY |
| ANSWERED DATE | GRD230-GRD240-GRD220 | MM DD YYYY |
| POS NEG RESPONSE | GRD250 | (1) |
| COMMENT | GRD260 | (30) |
| SHORT SERVED DATE | GRD170 | MM/DD/YYYY |
| SERVED DATE | GRD190-GRD200-GRD180 | MM DD YYYY |
| PARTY NUMBER | GRD110 | 999 |
| PARTY NAME | PTY040 | (30) |
| ADDRESSID | GRD360 | 99999 |
| EMPLOYER NAME | GRD060 | (30) |
| EMPLOYER ADDRESS LINE 1 | GRD07001 | (30) |
| EMPLOYER ADDRESS LINE 2 | GRD07002 | (30) |
| EMPLOYER ADDRESS LINE 3 | GRD07003 | (30) |
| EMPLOYER ADDRESS LINE 4 | GRD07004 | (30) |
| EMPLOYER PHONE | GRD080 | 9999999999 |
| GARNISHMENT AMOUNT | GRD320 | 99999.99 |
| SHORT DATE | GRD270 | MM/DD/YYYY |
| LAST RECEIPT AMOUNT | GRD310 | 99999.99 |
| DATE | GRD290-GRD300-GRD280 | MM DD YYYY |
| RECEIPT NO | GRD315 | 99999999 |
| TOTAL PAID | GRD340 | 99999.99 |
| GARNISHMENT BALANCE | OUT130 | 99999.99 |
| NOTES LINE 1 | GRD090 | (30) |
| NOTES LINE 2 | GRD100 | (30) |

**Judgment/Addendum Screen**

|  |  |  |
| --- | --- | --- |
| JUDGEMENT LINE 1 | JDG05001 | (77) |
| JUDGEMENT LINE 2 | JDG05002 | (77) |
| JUDGEMENT LINE 3 | JDG05003 | (77) |
| JUDGEMENT LINE 4 | JDG05004 | (77) |
| ADDENDUM LINE 1 | ADM06001 | (77) |
| ADDENDUM LINE 2 | ADM06002 | (77) |
| ADDENDUM LINE 3 | ADM06003 | (77) |
| ADDENDUM LINE 4 | ADM06004 | (77) |
| ADDENDUM LINE 5  | ADM06005 | (77) |
| ADDENDUM LINE 6 | ADM06006 | (77) |
| ADDENDUM LINE 7 | ADM06007 | (77) |
| ADDENDUM LINE 8 | ADM06008 | (77) |

**Charge Screen Codes**

|  |  |  |
| --- | --- | --- |
| SERVICE HOURS | AFD730 | 99999 |
| SERVICE HOURS SERVED | TOTAL HOURS SERVED | 99999 |
| SERVICE HOURS DUE | SERVICE HOURS DUE | 99999 |
| DEFENDANT NAME | AFD040 | (32) |
| SHORT FINAL PAYMENT DUE DATE | AFD190 | MM/DD/YYYY |
| FINAL PAYMENT DUE DATE | AFD210-AFD220-AFD200 | MM DD YYYY |
| PARTIAL PAY | AFD790 | (1) Y/N |
| AFFIDAVIT TYPE | AFD1027 | (4) |
| CHARGE  | AFD080 | (4) |
| CHARGE DISPLAY | OFF020 & OFF021 | (32) & (32) |
| MASTER REFCEIPT NUMBER | AFD906 | 9999999 |
| SHORT OFFENSE DATE | AFD290 | MM/DD/YYYY |
| OFFENSE DATE | AFD310-AFD320-AFD300 | MM DD YYYY  |
| DISTRIBUTIONS LINE 1 | AFD70001 | (2) |
| DISTRIBUTIONS LINE 2 | AFD70002 | (2) |
| DISTRIBUTIONS LINE 3 | AFD70003 | (2) |
| DISTRIBUTIONS LINE 4 | AFD70004 | (2) |
| DISTRIBUTIONS LINE 5 | AFD70005 | (2) |
| DISTRIBUTIONS LINE 6 | AFD70006 | (2) |
| DISTRIBUTIONS LINE 7 | AFD70007 | (2) |
| DISTRIBUTIONS LINE 8 | AFD70008 | (2) |
| DISTRIBUTIONS LINE 9 | AFD70009 | (2) |
| DISTRIBUTIONS LINE 10 | AFD70010 | (2) |
| FINE AMOUNT 1 | AFD71001 | 9999999.99 |
| FINE AMOUNT 2 | AFD71002 | 9999999.99 |
| FINE AMOUNT 3 | AFD71003 | 9999999.99 |
| FINE AMOUNT 4 | AFD71004 | 9999999.99 |
| FINE AMOUNT 5 | AFD71005 | 9999999.99 |
| FINE AMOUNT 6 | AFD71006 | 9999999.99 |
| FINE AMOUNT 7 | AFD71007 | 9999999.99 |
| FINE AMOUNT 8 | AFD71008 | 9999999.99 |
| FINE AMOUNT 9 | AFD71009 | 9999999.99 |
| FINE AMOUNT 10 | AFD71010 | 9999999.99 |
| FINE PAID 1 | AMOUNT PAID 1 | 9999999.99 |
| FINE PAID 2 | AMOUNT PAID 2 | 9999999.99 |
| FINE PAID 3 | AMOUNT PAID 3 | 9999999.99 |
| FINE PAID 4 | AMOUNT PAID 4 | 9999999.99 |
| FINE PAID 5 | AMOUNT PAID 5 | 9999999.99 |
| FINE PAID 6 | AMOUNT PAID 6 | 9999999.99 |
| FINE PAID 7 | AMOUNT PAID 7 | 9999999.99 |
| FINE PAID 8 | AMOUNT PAID 8 | 9999999.99 |
| FINE PAID 9 | AMOUNT PAID 9 | 9999999.99 |
| FINE PAID 10 | AMOUNT PAID 10 | 9999999.99 |
| FINE DUE 1 | AMOUNT DUE 1  | 9999999.99 |
| FINE DUE 2 | AMOUNT DUE 2 | 9999999.99 |
| FINE DUE 3 | AMOUNT DUE 3 | 9999999.99 |
| FINE DUE 4 | AMOUNT DUE 4 | 9999999.99 |
| FINE DUE 5 | AMOUNT DUE 5 | 9999999.99 |
| FINE DUE 6 | AMOUNT DUE 6 | 9999999.99 |
| FINE DUE 7 | AMOUNT DUE 7 | 9999999.99 |
| FINE DUE 8 | AMOUNT DUE 8 | 9999999.99 |
| FINE DUE 9 | AMOUNT DUE 9 | 9999999.99 |
| FINE DUE 10 | AMOUNT DUE 10 | 9999999.99 |
| TOTAL FINE AMOUNT | OUT030 | 9999999.99 |
| TOTAL PAID | OUT040 | 9999999.99 |
| TOTAL DUE | OUT050 | 9999999.99 |

**Warrant Screen**

|  |  |  |
| --- | --- | --- |
| RECORD NUMBER | WAR010 | 99999999 |
| WARRANT NUMBER | WAR210 | 9999999999 |
| AFFIDAVIT BOOKAFFIDAVIT PAGEAFFIDAVIT TYPE | WAR441 WAR442 WAR443 | (4)(6)9 |
| NAME | WAR030  | (36) |
| ADDRESS LINE 1 | WAR070 | (30) |
| ADDRESS LINE 2 | WAR080 | (30) |
| CITY, STATE ZIP | WAR090 | (30) |
| SEX | WAR140 | (1) |
| RACE | WAR150 | (1) |
| JUVENILE | WAR160 | (1) Y/N |
| CITATION NUMBER | WAR020 | 99999999 |
| WARRANT TYPE/CHARGE | WAR22001 | (60) |
| WARRANT TYPE/CHARGE L2 | WAR22002 | (60) |
| WARRANT TYPE/CHARGE L3 | WAR22003 | (60) |
| ISSUED BY | WAR240 | (32) |
| DATE ISSUED (Short) | WAR190-WAR200-WAR180 (WAR170) | MM DD YYYY (MM/DD/YYYY) |
| GIVEN TO (CONSTABLE CODE) | WAR535 | (3) |
| GIVEN TO (CONSTABLE NAME) | CONSTABLE\_NAME | (30) |
| EXPIRATION DATE (Short) | WAR340-WAR350-WAR330 (WAR320) | MM DD YYYY (MM/DD/YYYY) |
| BOND DATE (Short) | WAR480-WAR490-WAR470 (WAR460) | MM DD YYYY (MM/DD/YYYY) |
| BOND AMOUNT | WAR500 | 999999 |
| BOND FEE | WAR400 | 9999.99 |
| WHO SERVED | WAR410 | (30) |
| HOW SERVED | WAR420 | (30) |
| STATUS | WAR430 | (1) |
| DATE SERVED (Short) | WAR380-WAR390-WAR370 (WAR360) | MM DD YYYY (MM/DD/YYYY) |

**Summons Screen**

|  |  |  |
| --- | --- | --- |
| RECORD | SUM010 | (9) |
| DATE ISSUED (Short) | SUM150-SUM160-SUM140 (SUM130) | MM DD YYYY (MM/DD/YYYY) |
| NAME | SUM030 SUM040 SUM050 | (16)(10)(10) |
| ADDRESS LINE 1 | SUM060 | (30) |
| ADDRESS LINE 2 | SUM070 | (30) |
| CITY/STATE/ZIP | SUM080 SUM090 SUM110-SUM120 | (16)(2)99999-9999 |
| BOOK | SUM200 | (4) |
| PAGE | SUM210 | (6) |
| TYPE | SUM220 | 9 |
| STYLE | SUM170 | (60) |
| DESCRIPTION LINE 1 | SUM18001 | (60) |
| DESCRIPTION LINE 2 | SUM18002 | (60) |
| DESCRIPTION LINE 3 | SUM18003 | (60) |
| DESCRIPTION LINE 4 | SUM18004 | (60) |
| DESCRIPTION LINE 5 | SUM18005 | (60) |
| SCHEDULED TO APPEAR | SUM300 | (20) |
| SCHEDULED TO APPEAR DATE (Short) | SUM250-SUM260-SUM240 (SUM230) | MM DD YYYY (MM/DD/YYYY) |
| SCHEDULED TO APPEAR TIME | SUM280:SUM290 | HH:MM |

**Miscellaneous Extra Fields**

|  |  |  |
| --- | --- | --- |
| FINE AMOUNT | OUT010 | 999999.99 |
| ASSESSMENTS | OUT020 | 999999.99 |
| TOTAL FINE & ASSESSMENTS | OUT030 | 999999.99 |
| AMOUNT PAID | OUT040 | 999999.99 |
| BALANCE DUE | OUT050 | 999999.99 |
| JUDGE NAME | OUT060 | (32) |
| JUDGEMENT (GARN) +COURT COSTS | OUT070 | 999999.99 |
| CONSTABLE NAME | OUT080 | (32) |
| AMOUNT RECEIPTED AGAINST GARN | OUT090 | 999999.99 |
| JUDG + ATTY FEES+CRT COST –GARNAMT PAID | OUT095 | 999999.99 |
| JUDG+ATTY FEES +COURT COSTS | OUT100 | 999999.99 |
| JUDGMENT –AMT PAID ON JUDG | OUT110 | 999999.99 |
| TOTAL JUDG DETAIL LINES | OUT120 | 999999.99 |
| JUDG DETAIL-AMT PAID ON JUDG | OUT140 | 999999.99 |
| 2ND DEFENDANT NAME | OUT150 | (32) |
| 2ND DEFDENDANT ADDRESS LINE 1 | OUT151 | (32) |
| 2ND DEFDENDANT ADDRESS LINE 2 | OUT152 | (32) |
| 2ND DEFDENDANT ADDRESS LINE 3 | OUT153 | (32) |
| 2ND DEFDENDANT PHONE | OUT154 | (15) |
| 3RD DEFENDANT NAME | OUT160 | (32) |
| 3RD DEFDENDANT ADDRESS LINE 1 | OUT161 | (32) |
| 3RD DEFDENDANT ADDRESS LINE 2 | OUT162 | (32) |
| 3RD DEFDENDANT ADDRESS LINE 3 | OUT163 | (32) |
| 3RD DEFENDANT PHONE | OUT164 | (15) |