

**STATE COVER SHEET
STATE OF ARKANSAS
CIRCUIT COURT: PROBATE**

The probate reporting form and the information contained herein shall not be admissible as evidence in any court proceeding or replace or supplement the filing and service of pleadings, orders, or other papers as required by law or Supreme Court Rule. This form is required pursuant to Administrative Order Number 8. Instructions are located on the back of the form.

County: _____ **District:** _____ **Filing Date:** _____

Judge: _____ **Division:** _____ **Docket Number:** _____

Type of case (choose one):

- | | |
|--|--|
| <input type="checkbox"/> (AD) Adoption | <input type="checkbox"/> (DE) Decedent Estate Administration |
| <input type="checkbox"/> (PC) Adult Protective Custody | <input type="checkbox"/> (TBD) Guardianship of an Adult |
| <input type="checkbox"/> (AL) Alcoholic Commitment | <input type="checkbox"/> (TBD) Guardianship of a Juvenile |
| <input type="checkbox"/> (AA) Ancillary Administration | <input type="checkbox"/> (DC) Narcotic Commitment |
| <input type="checkbox"/> (CV) Civil Commitment | <input type="checkbox"/> (SE) Small Estate |
| <input type="checkbox"/> (CP) Conservatorship | <input type="checkbox"/> (TA) Trust Administration |
| | <input type="checkbox"/> (OP) Probate-Other |

In the Matter of: _____

DLN/SID/Contexte ID: _____ DOB: _____ DOD: _____

Attorney Providing Information: _____ **Bar #:** _____

Plaintiff Defendant Intervenor **Email Address:** _____

If you are representing yourself:

Name: _____ Driver's License Number: _____

Address: _____

Phone: _____ Email address: _____

Related Case(s): Judge: _____ **Case Number(s):** _____

Manner of filing (choose one): (MFO) Original (MFR+case type) Re-open
 (MFT) Transfer (TBD) Reactivate

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Instructions

The probate reporting form and the information contained herein is intended for case assignment and statistical purposes. It shall not be admissible as evidence in any court proceeding or replace or supplement the filing and service of pleadings, orders, or other papers as required by law or Supreme Court Rule. The Filing Information must be completed by the attorney or pro se litigant filing an initial pleading with the court Clerk. The Clerk shall not accept the pleading unless accompanied by this reporting form.

1. Fill in the blanks for county and judicial district where this pleading is being filed. The clerk will assign you the docket number. The filing date is the month, day, and year you are filing this pleading. Fill in the blanks for Judge's name and division (if applicable). In a multi-judge county, the clerk will tell you the correct name and division or will complete this information.
2. Select the type of case. Place an "X" in the single box which best describes the subject matter of the pleading you are filing.
3. Fill in the name of the case as it appears in the style of the pleading you are filing.
4. If the driver's license number or state ID number are known for the subject of this pleading, include that number.
 - Include the date of birth. Include the date of death if this is an estate case.
 - If this is an adoption case originating from juvenile court, include the Contexte ID number for the juvenile being adopted.
5. Fill in the name and address of the attorney providing the information and check the appropriate box of the party the attorney is representing. If you are representing yourself, leave the attorney line blank and fill in your own name and address below.
6. Reference any related case(s).
7. Complete the manner of filing. For the purposes of this reporting form, the following definitions apply.
 - Original: a filing of a complaint or petition at the beginning of a case.
 - Re-open: a case which has been disposed of but is now being resubmitted to the court.
 - Transfer: a case filed with this court from another court due to invalid jurisdiction, venue, etc.
 - Reactivate: a case previously made inactive.