DISPOSITION SHEET
STATE OF ARKANSAS
CIRCUIT COURT: PROBATE

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

[1] Case ID: _____   **[1] In the matter of:** _____

[1] Trial Type: □ (B) Bench Trial   □ (N) Non-Trial

[2] Was an interpreter used for this case? □ Yes   □ No

    For whom? _____

    Language: □ Spanish   □ Sign Language   □ Other: _____

[2] Was any party self-represented for any portion of the case?   □ Yes   □ No

    If so, who?   _____

[3] Disposition Date: _____

Manner of Disposition (Choose one)

    □ (MDCO) Consolidated into case ID:_____

    □ (MDDM) Dismissed

    □ (MDJD) Judgment/Decree/Order

    □ (MDRB) Removed to bankruptcy court

    □ (MDTR) Transferred to another circuit court

[4]

Is this case set for review (typical of guardianships)?   □ Yes (MSSD)   □ No (JUC0)
    "No" indicates that the case is closed and no court monitoring is legally required.

[5] If this case involved guardianship (CSINF):

    Guardian name: _____
                first name   last name
    Child support ordered: □ New   □ Modified   □ Terminated   □ N/A
       Person ordered to pay child support: _____
                              first name   last name
    Was there an order of protection in this case?   □ Yes   □ No
       If yes, person(s) protected under the order: _____
       _____

Also file the completed Confidential Information Sheet.

Contexte Cover Sheet Forms and Fields

	Form Name	Tab/Field	OR	Form Name	Tab/Field	Notes
1	CMAINIT	Top Block				Case ID Field
	CMAINIT	Top Block				Case Description Field
	CMAINIT	Top Block				Enter Trial Type
2	CDAPRTY	Language Field				The Language for the party should have been entered. If not, enter on CDAPRTY now
	CDAPRTY	Party Status				The party status will be displayed if already entered. If not already entered, enter now.
3	CDADOCT	Second Block				Disposition date is the date the order is filed.
4	CDADOCT	Second Block Third Block- associate the MD to the appropriate MF code.				Enter the appropriate MD code. The disposition date will be the date that the order was filed and the appropriate MD code entered.
5	CDADOCT	Second Block CSINF Third Block- associate the CSINF to the appropriate MF code.				Enter CSINF Choose COASITE in the navigation frame and enter in custody information **NOTE**: PLINF docket code will no longer be available. Associate the MD code and the CSINF codes to the correct MF code.

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Instructions

The probate disposition form shall be completed and submitted by the attorney or other appropriate official as designated by the trial court. This form shall be filed with the court clerk.

- On the first line, include the case ID and the case styling.

- Select the trial type. Select bench trial if evidence was introduced, even if a judgment was not reached. Non-trial types include any type of disposition that does not involve a bench trial.

- Answer whether an interpreter was used for the case and, if so, for whom and in what language.

- Answer whether any party was self-represented for any part of the case and, if so, who.

- Enter the disposition date. The disposition date is the date the order is filed.

- Choose the appropriate manner of disposition.

- If this is a guardianship case, complete the information about the guardian name, whether child support was ordered, and whether there is an order of protection. This information is needed by OCSE and is required by Public Law 104-19**3**. Also, complete the confidential information sheet.