

SUPREME COURT OF LOUISIANA

ORDER

Acting in accordance with Article V, Sections 1 and 5 of the Louisiana Constitution of 1974, the inherent power of this Court, and La. R.S. 13:4688, Part G, Section 13 of this Court's General Administrative Rules be and is hereby enacted to read as follows:

Part 1.

Part G. General Administrative Rules for all Louisiana Courts

* * *

Section 13. Reporting on Actions for Offenses and Quasi-Offenses.

- (a) When a lawsuit has been filed in any Louisiana judicial district court for damages arising from an offense or quasi-offense, the Clerk of Court shall submit information pertaining to the nature of the case and the final judgment of the district court following the commencement of a bench or jury trial to the Office of the Judicial Administrator, Supreme Court of Louisiana.
- (b) At the commencement of every litigation involving an action for an offense or quasi-offense, counsel for the petitioner, counsel's representative, or the self-represented litigant, shall complete a Civil Case Cover Sheet Form authorized by the Supreme Court of Louisiana. The Clerk of Court shall submit completed Civil Case Cover Sheets no later than the tenth day of each month, for cases filed in the preceding month, to the Office of the Judicial Administrator.
- (c) At the conclusion of each case in which damages are sought for an offense or quasi-offense, and in which a bench or jury trial is commenced, the Clerk of Court shall forward the final judgment to the Office of the Judicial Administrator, Supreme Court of Louisiana. Final judgments shall be forwarded no later than the tenth day of each month, for

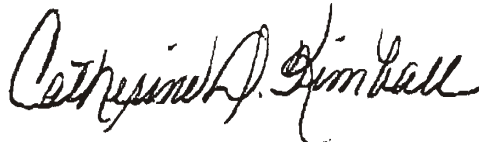
judgments that become final in the district court during the preceding month.

Part 2. The attached Louisiana Civil Case Reporting Form be and is hereby approved for use in reporting on any case that “has been filed in state district court for damages arising from an offense or quasi-offense.”

This rule shall become effective on January 1, 2012, and shall remain in full force and effect thereafter, until amended or changed through future Orders of this Court.

Given under our hands and seal this ____ day of December, 2011, New Orleans, Louisiana.

FOR THE COURT:

A handwritten signature in black ink, reading "Catherine D. Kimball". The signature is written in a cursive, flowing style.

Catherine D. Kimball, Chief Justice

LOUISIANA CIVIL CASE REPORTING
Civil Case Cover Sheet - LA. R.S. 13:4688 and
Part G, §13, Louisiana Supreme Court General Administrative Rules

This civil case cover sheet shall be completed by counsel for the petitioner, counsel's authorized representative, or by the self-represented litigant (if not represented by counsel) and submitted with the original petition filed with the court. The information should be the best available at the time of filing. This information does not constitute a discovery request, response or supplementation, and is not admissible at trial.

Suit Caption:

vs.

Court: _____ **Docket Number:** _____

Parish of Filing: _____ **Filing Date:** _____

Name of Lead Petitioner's Attorney: _____

Name of Self-Represented Litigant: _____

Number of named petitioners: _____ **Number of named defendants:** _____

Type of Lawsuit: Please check the categories which most appropriately apply to this suit (no more than 3 categories should be checked):

- | | |
|---|--|
| <input type="checkbox"/> Auto: Personal Injury | <input type="checkbox"/> Auto: Property Damage |
| <input type="checkbox"/> Auto: Wrongful Death | <input type="checkbox"/> Auto: Uninsured Motorist |
| <input type="checkbox"/> Asbestos: Property Damage | <input type="checkbox"/> Asbestos: Personal Injury/Death |
| <input type="checkbox"/> Product Liability | <input type="checkbox"/> Premise Liability |
| <input type="checkbox"/> Intentional Bodily Injury | <input type="checkbox"/> Intentional Property Damage |
| <input type="checkbox"/> Intentional Wrongful Death | <input type="checkbox"/> Unfair Business Practice |
| <input type="checkbox"/> Business Tort | <input type="checkbox"/> Fraud |
| <input type="checkbox"/> Defamation | <input type="checkbox"/> Professional Negligence |
| <input type="checkbox"/> Environmental Tort | <input type="checkbox"/> Medical Malpractice |
| <input type="checkbox"/> Intellectual Property | <input type="checkbox"/> Toxic Tort |
| <input type="checkbox"/> Legal Malpractice | <input type="checkbox"/> Other Tort (describe below) |
| <input type="checkbox"/> Other Professional Malpractice | <input type="checkbox"/> Redhibition |
| <input type="checkbox"/> Maritime | <input type="checkbox"/> Class action (nature of case) |
| <input type="checkbox"/> Wrongful Death | _____ |
| <input type="checkbox"/> General Negligence | |

Please briefly describe the nature of the litigation in one sentence of additional detail:

Following the completion of this form by counsel, counsel's representative, or by the self-represented litigant, this document will be submitted to the Office of the Judicial Administrator, Supreme Court of Louisiana, by the Clerk of Court.

Name, address and contact information of person completing form:

Name _____ Signature _____

Address _____

Phone number: _____ E-mail address: _____