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**State Of New Jersey - Judiciary**  
**State of New Jersey**

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**Get Started With JEFIS XML**

**Version 1.0.2**

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## 1. Overview

JEFIS now requires all electronic filings to be in XML format. The Rule and Policies package contains the following files to assist you in creating and filing well formed XML documents:

1. `ReviewMsgBase.xml` – a well formed XML document containing the basic structures to use with your filing.
2. `ReviewMsgBaseExample.xml` – an example of a well formed XML document with sample data.
3. `FilenameRules.txt` and `FilenameRules.xml` – this pair of files represents a specific document or payload type. They share the same root filename, but have different extensions to support their differing file types. *Filename* stands for the document or payload type. There are as many pairs of these files as there are document or payload types. Where there are two pairs of files for the same document/payload type that differ only by version number (e.g., `PartyRules1` and `PartyRules2`), check the content of the `FilenameRules.txt` file to determine which version to use.
  - a. `FilenameRules.txt` – a comma separated value (CSV) file comprising the rules for creating the specific document type requested.
  - b. `FilenameRules.xml` – a well formed XML template for the specific document type requested.
4. `GetStartedWithJEFIS_XML.doc` – This document explains what to do with the xml and txt files.

The final XML file that you send to JEFIS must contain at least a Core Filing Message and a Court Specific Message; optionally, you may add any other payload(s) appropriate to that filing, e.g., Additional Parties, Associated Parties, etc. You may name the file whatever you want, as long as it ends in the extension “.xml”. It is required that the .rtf and .tif files for the same filing have the same name, differing only by the .rtf and .tif extensions.

## 2. ReviewMsgBase.xml

JEFIS follows the LegalXML Electronic Court Filing 3.1 (ECF 3.1) specification, consisting of a set of non-proprietary XML and Web services specifications for the purpose of promoting interoperability among electronic court filing vendors and systems. The `ReviewMsgBase.xml` document contains a template of the basic structures needed to create an Electronic Court Filing (ECF) compliant XML document. There are two essential elements: the Core Filing Message and the Court Specific Message, both discussed below.

### 2.1 Core Filing Message

The `Core Filing Message` element comprises data about the filing, rather than specific filing data. Included in the Core Filing Message are these fields:

- `OrganizationID` – “DC”.
- `CourtName` – The filing venue, e.g., “MER” for Mercer County. All county code abbreviations are available at <http://www.judiciary.state.nj.us/jefis/codes.htm>.

- `PersonFullName` – “*FirstName LastName*” of the attorney submitting the filing.
- `SubmissionSubmittedDate` – Date filing was submitted, in YYYY-MM-DD format.
- `SubmissionSubmittedTime` – Time filing was submitted, in HH:MM:SS format.
- `SendingMDELocationID` – JEFIS Firm ID for the sending firm, *e.g.*, “111”. The firm ID is issued by the Superior Court Clerk’s Office (SCCO) in Trenton.
- `SendingMDEProfileCode` – Attorney Collateral Account for the sending firm, *e.g.*, “120001”. This code is issued by the Superior Court Clerk’s Office (SCCO) in Trenton..
- `FilingAuthorizedDate` – Date filing was authorized, in YYYY-MM-DD format.
- `FilingAuthorizedTime` – Time filing was authorized, in HH:MM:SS format.
- `FilingLeadDocument` – First file must be designated as “Lead”
- `FilingConnectedDocument` – Unless otherwise described for each document type, all attached files must be designated as “Exhibit”
- `DocumentDescriptionText` – The document type, *e.g.*, complaint, judgment, motion, etc.
- `StatusDescriptionText` – A sequential number identifying a file attachment. First attachment is “1”. Repeated for each attached file.
- `DocumentApplicationName` – File type for the attached file. Entry is “*application/filetype*”, where *filetype* stands for the filetype extension of the identified file, *e.g.*, “rtf” for a rich text format file or “tif” for a tagged image format file. Repeated for each attached file.
  - Valid standard MIME type values are
    - application/rtf
    - image/tif
    - application/pdf
- `FilingAttorneyID` – JEFIS Attorney ID of filing attorney, *e.g.*, “6099435211”. The Attorney ID is issued by the Superior Court Clerk’s Office (SCCO) in Trenton.
- `AttachmentID` – The actual filename of the attachment, *e.g.*, “smi1008.rtf”. Repeated for each attached file. Please note that you are no longer restricted to eight character file names.
- `CaseTrackingID` – The Venue ID plus the Docket ID for the case, *e.g.*, “MONDC0034109”; applies only to noncomplaints.

**Note:** Backwards compatibility for DC filers. `FilingLeadDocument` and `FilingConnectedDocument` values may remain blank if the lead file is always a .rtf file and only one optional additional file is a .tif .

## 2.2 Court Specific Message

The `Court Specific Message` element comprises the data regarding the actual filing, whether it is a complaint, judgment, motion, etc. Depending on the document type, the `payload` node of the `Court Specific Message` might contain such fields as Plaintiff and Defendant First, Middle, and Last Names, Addresses, Demand Amount, other financial data, *etc.* The `parties` node of the `Court Specific Message` contains information about additional parties other than the first plaintiff and defendant.

The `fields` node of the `payload` will have some common attributes across all document types, and some specific to a document type. Common attributes include:

- `documentType` – the type of document being filed, for example, “Complaint”.
- `division` – for Special Civil Part, use “SCP”.
- `court` – use “DC”.
- `venue` – the three letter abbreviation for the venue, *e.g.*, “MER” for Mercer County. All county codes are available at <http://www.judiciary.state.nj.us/jefis/codes.htm>.
- `docketNumber` – for Complaints, use an empty string (“”); for all other documentTypes, use the docket ID number assigned to the case, for example “MERDC00010108”.
- `version` – Rule file version. For example, suppose you needed to add additional parties. You would use the version 1 rule files if the document type were a complaint, *i.e.*, `PartyRules1.xml` and `PartyRules1.txt`. For all other document types, you would use the version 2 rule files, *i.e.*, `PartyRules2.xml` and `PartyRules2.txt`.

Each individual field within the `fields` node is specific to the `documentType`. They are all governed by the JEFIS rules and policies.

The `parties` node has a set of attributes that tell JEFIS about the additional parties, including:

- `newParties` – enter the number of new parties in this filing.
- `associatedParties` – enter the number associated parties in this filing.
- `newPlaintiffs` - enter the number of new plaintiffs in this filing.
- `newDefendants` - enter the number of new defendants in this filing.
- `associatedPlaintiffs` - enter the number of associated plaintiffs in this filing.
- `associatedDefendants` - enter the number of associated defendants in this filing.

Nested within the `parties` node are any number of `party` nodes, each containing information about 1 party. The `party` node has 1 attribute, `partyType`, which can be either “New Party” or “Associated Party”. Each individual field within the `party` node is governed by the JEFIS rules and policies.

The `alternateNames` node contains the `altName` node for each party with alternate names. Within the `altName` node is the `efiling` node, which contains the `fields` node. The `fields` node has some common attributes across all parties with alternate names:

- `altNameKey` – a unique, alphanumeric key that can be associated with this specific party within the filing
- `documentType` – the type of document being filed; for alternate names, it is always “Alternate Names”.
- `division` – for Special Civil Parts, use “SCP”.
- `court` – use “DC”.
- `venue` – the three letter abbreviation for the venue, *e.g.*, “MER” for Mercer County. All county codes are available at <http://www.judiciary.state.nj.us/jefis/codes.htm>.
- `version` – use “1”.

Nested within the fields node are the individual field nodes containing information identifying the party and from up to four alternate names as governed by the JEFIS rules and policies.

### 3. Rules Files

Each document or payload type has a pair of files associated with it that describe the rules (\*.txt) and the XML code structure (\*.xml) for creating an XML file of that type. For example, the file “ComplaintRules.txt” states the rules for the various fields of XML code for a complaint. Likewise, “ComplaintRules.xml” provides the XML code template that can be filled in according to the rules in “ComplaintRules.txt”. Where there are two pairs of files for the same document/payload type that differ only by version number (*e.g.*, PartyRules1 and PartyRules2), check the content of the *FilenameRules.txt* file to determine which version to use.

#### 3.1 *FilenameRules.txt*

The comma-separated-value file *FilenameRules.txt* (where *Filename* stands for the document or payload type) states the rules for creating fields of XML code associated with document/payload type *Filename*.

The following is a partial sample from the rules for a complaint:

```
SCP, DC, Complaint, 1
Order, Display Id, Map Id, Rule Type, Rule
01, Law Firm Case ID, caseID, REQUIRED, True
02, Document Date, documentDate, REGEX, (0[1-9]|1[012])(0[1-9]|
12)[0-9]|3[01])((19|20)\d\d)
02, Document Date, documentDate, REQUIRED, True
03, Case Type, Case Type, VALUES,
<rows><row><display>Contract-Reg</display>
<submit>028</submit></row><row><display>Tort-
Other</display><submit>033</submit>
</row><row><display>Tort-
Auto</display><submit>037</submit></row><row>
<display>Tort-
```

```

Negligence</display><submit>041</submit></row><row>
<display>Penalty</display><submit>043</submit></row><row><dis
play></display><submit></submit></row></rows>
03, Case Type, Case Type, REQUIRED, 028 Contract-Reg, 033
Tort-Other, 037 Tort-Auto, 041 Tort-Negligence, 043 Penalty

```

The first line lists the division, court, document type, and rule version for this document/payload type. The second line presents the column headers for all other lines in the XML file.

The third and following lines in this sample represent the actual rules. Please note that there may be more than one line with the same order number. This indicates that more than one rule applies to that field in the XML code. In the sample file above, there are two lines with Order number “03”. The first “03” line indicates that there is a list of values from which to choose for the field “Case Type”. Valid values are set forth in this sample using the <display> and <submit> tags. This sample rule would display “Contract-Reg”, but would submit the code “028” if “Contract-Reg” were chosen. Other valid value pairs in this sample file are “Tort-Other 033”, “Tort-Auto 37”, “Tort-Negligence 041”, and “Penalty 043”. The second line starting with “03” sets the rule that the field is required to be populated, i.e., the Complaint must have a value for the Case Type field as described by this rule.

The following are the column headers that describe each field:

- Order – a sequential index number for the field,
- Display Id – the name of the field as displayed
- Map Id – the internal JEFIS identifier for the field
- Rule Type – Required (REQUIRED), Regular Expression (REGEX), or Values (VALUES)
  - REQUIRED –the field is required to be populated
  - REGEX – the field contains a regular expression
  - VALUES – values for the field are limited to the list specified in the rule column
  - OPTIONAL – the field is not required, but is optional.
- Rule – describes the actual values allowed in the field.

### 3.2 FilenameRules.xml

The *FilenameRules.xml* file provides the actual XML code template that can be filled in according to the rules in *FilenameRules.txt*. Below is a sample XML template for a judgment.

```

- <payload>
  - <efiling>
    - <fields documentType="Judgments" division="SCP"
      court="DC" version="1" venue="" docketNumber=""
      caseTitle="">
      <field id="Demand Amount" mapId="Demand Amount"
        order="01" />
      <field id="Contractual Attorney Fees"
        mapId="Contractual Attorney Fees" order="02" />
      <field id="Credits" mapId="Credits" order="03" />
      <field id="Pre Judgment Interest" mapId="Pre
        Judgment Interest" order="04" />
      <field id="Statutory Attorney Fees"
        mapId="Statutory Attorney Fees" order="05" />
      <field id="Court Costs" mapId="Court Costs"
        order="06" />
      <field id="Included Document" mapId="Included
        Document" order="07" />
    </fields>
  </efiling>
</payload>

```

## 4. Documents Types and Rules

Consult the following table to determine correct document types and their rules.

Document Type	Description	Party Rules Version	Associated Party Rules Version	Additional Parties Allowed
Adjournments	Adjournments		1	No
Answers	Answers	2	1	Yes
Arrest-Warr	Arrest Warrants		1	No
Bank-Levy-Rel	Bank Levy Release		1	No
Bankruptcy	Bankruptcy		1	No
Chattel	Chattel	2	1	Yes
Complaint	Complaint	1		Yes
Complaint-Other	Complaint Other	2	1	Yes
Corresp-General	Correspondence General		1	No
Corresp-Pleading	Correspondence Pleading		1	No
Judgments	Judgments		2	No
Motions	Motions	2	1	Yes

Document Type	Description	Party Rules Version	Associated Party Rules Version	Additional Parties Allowed
Motion-ELR	Motions to Enforce Litigants Rights		1	No
NTC-Debtors	Notice to Debtors		1	No
OBJ-Motion	Objections to Motions		1	No
OBJ-Wage	Objections to Wages		1	No
Orders-No-Motion	Orders No Motions		1	No
Post-Judg-Collec	Post Judgments Collections	2	1	Yes
Proceedings	Proceedings		1	No
Reservice	Reservice		1	No
Return Service	Return Service		1	No
StmtDktg	Statements for Docketing		1	No
Stips-Sett-Disml	Stipulations of Settlement		1	No
Sub-Atty	Substitutions of Attorney		1	No
Wages	Wages	2	1	Yes
Warr-Satisfy	Warrants to Satisfy		1	No
WD-Motion	Withdrawn Motions		1	No
X-Code-Doc	Miscellaneous	2	1	Yes