

Circuit Court

# ODYSSEY FILE & SERVE ATTORNEY FILING CODES

## MARYLAND JUDICIARY

2017-MDECv1.5

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## **FILING CODE DESCRIPTIONS**

**Acknowledgement and Certificate of Service**

**Address Change**

**Adoptee's Consent to Adoption Filed**

**Affidavit**

**Affidavit - Auctioneer**

**Affidavit - Certifying Ownership of Debt Instrument**

**Affidavit - Compliance**

**Affidavit - Confessed Judgment**

**Affidavit - Deed of Appointment of Substitute Trustee**

**Affidavit - Deed of Trust Debt**

**Affidavit - Efforts to Locate**

**Affidavit - Final Loss Mitigation Analysis**

**Affidavit - Military**

**Affidavit - Non-Military**

**Affidavit - Notice of Intent to Foreclose Mailed**

**Affidavit - Notice to Occupants Mailed**

**Affidavit - Preliminary Loss Mitigation**

**Affidavit - Publication**

**Affidavit - Purchaser**

**Affidavit - Service**

**Affidavit of Notice**

**Affidavit of Search**

**Amended Annual Fiduciary Report**

**Amended Answer**

**Amended Consent Order**

**Amended Criminal Indictment**

**Amended Petition**

**Amended Statement of Debt**

**Annual Fiduciary Report (Estate Value \$10K - \$25K)**

### **FILING CODE DESCRIPTIONS**

**Annual Fiduciary Report (Estate Value Over \$25K)**

**Annual Fiduciary Report (Estate Value Under \$10K)**

**Annual Fiduciary Report Waiver**

**Annual Report of Guardianship of Person**

**Annual Status Report**

**Answer**

**Answer and Complaint**

**Answer of Garnishee**

**Answer to DHMH Commitment - HG-8-505, 8-507**

**Answer to Modification / Reconsideration of Sentence**

**Answer to Motion**

**Answer to Motion / Request for Discovery**

**Answer to Motion to Correct Illegal Sentence**

**Answer to Omnibus Motions - Rule 4-252**

**Appeal from Orphan's Court**

**Application for Extension of Conditional Release**

**Application for Leave to Appeal - Civil**

**Application for Leave to Appeal - Civil - State Agency**

**Application for Leave to Appeal - Criminal**

**Application for Leave to Appeal - Criminal - State Agency**

**Application for Leave to Appeal - Family**

**Application for Leave to Appeal - Family - State Agency**

**Application for Leave to Appeal - Probate**

**Application for Leave to Appeal - Probate - State Agency**

**Application for Review of Sentence**

**Application for Writ of Attachment**

**Assignment of Deed of Trust**

**Assignment of Judgment**

**Assignment of Mortgage**

### **FILING CODE DESCRIPTIONS**

**Attorney Appearance - Fee (CV/FAM/PR Cases)**  
**Attorney Appearance - No Fee (DV Cases/Same Firm)**  
**Attorney Appearance COA/COSA Appeal Only**  
**Attorney Appearance for State (CR and JUV Cases)**  
**Attorney Certification under Rule 1-313**  
**Authenticated Notice of Deposition**  
**Automatic Discovery**  
**Birth Certificate**  
**Bond - File and Approve**  
**Case Information Report Filed**  
**Certificate**  
**Certificate of Class Completion**  
**Certificate of Compliance**  
**Certificate of Compliance - Expungement**  
**Certificate of Publication of Notice**  
**Certificate of Publication of Trustee's Sale**  
**Certificate of Service**  
**Certificate Regarding Discovery**  
**Certification**  
**Certified Copy**  
**Certified Forfeiture Receipt Received From**  
**Child Support Guidelines Worksheet**  
**Competency Evaluation Received From**  
**Complaint - Amended**  
**Complaint - Friendly Suit**  
**Complaint - Third Party**  
**Complaint / Petition**  
**Complaint/Petition-Emergency**  
**Confidential Supplement (Request for Shielding Information)**

## **FILING CODE DESCRIPTIONS**

**Consent**

**Consent Motion**

**Consent of State's Attorney**

**Consent Paternity Decree**

**Consent to Guardianship**

**Consent to Release Information**

**Consent to the Release of Confidential Information**

**Contract of Sale**

**Copy of Marrying Sentence Guidelines**

**Correspondence**

**Correspondence Regarding Discovery**

**Counter Complaint / Claim**

**Crime Victim Notification Request Form**

**Criminal Indictment**

**Criminal Information**

**Criminal Motion**

**Criminal Request for Jury Trial**

**Cross Complaint / Claim**

**Custody Investigation**

**Death Certificate**

**Declaration of Substitution of Trustee**

**Deed of Appointment**

**Deed of Appointment of Substitute Trustee**

**Deed of Trust**

**Defendants Expert Reports or Disclosures**

**Defendant's Request for Discovery**

**Defendant's Request to Lift Detainer**

**Defense Attorney Appearance Filed (CR/JUV Cases)**

**Deficiency Decree**

### **FILING CODE DESCRIPTIONS**

**Demand / Request / Motion for Speedy Trial**

**Demand / Request for Bill of Particulars**

**Demand / Request for Chain of Custody**

**Demand / Request for Intoximeter Reports and Records**

**Demand / Request for Jury Trial**

**Demand / Request for Presence of Chemist/Analyst**

**Demand / Request for Presence of Witnesses**

**DHMH Drug & Alcohol Evaluation Received Pursuant to HG-8-505**

**Discharge Summary from Second Genesis**

**Discovery in Aid of Enforcement**

**Discovery Pursuant to Rule 4-262**

**Discovery Pursuant to Rule 4-263**

**Dismissal - Voluntary**

**Drug Court Consent for Disclosure of Confidential Info**

**Drug Court Participant Contract**

**Employer Answers**

**En Banc Appeal Filed**

**Exception to Report**

**Exception to Report of Examiners**

**Exception to Report of Sale**

**Exceptions to Master's Recommendations**

**Expert Witness List**

**Family Law Pre-Trial Order**

**Final Fiduciary Report (Estate Value \$10K - \$25K)**

**Final Fiduciary Report (Estate Value Over \$25K)**

**Final Fiduciary Report (Estate Value Under \$10K)**

**Final Fiduciary Report Waiver**

**Financial Statement**

## **FILING CODE DESCRIPTIONS**

**Foreclosure Mediation - Motion / Request**

**Foreclosure Mediation - Motion to Amend**

**Foreclosure Mediation - Motion to Strike Request**

**Foreclosure Mediation - Notice of Bankruptcy**

**Foreclosure Mediation - Report Received**

**Foreclosure Mediation - Withdrawn**

**Health Statement**

**Home Study**

**Income Verification**

**Initial Appearance Report**

**Initial Fiduciary Report**

**Interlocutory Appeal**

**Interpleader Action**

**Interrogatories and Document Request**

**Inventory of Assets**

**Inventory Report Filed**

**Joint Statement of Property**

**Jury Instructions**

**Juvenile Petition**

**Juvenile Petition and Request for Detention**

**Line**

**Mandatory Motions**

**Marriage Certificate**

**Memo**

**Memorandum - DJS**

**Memorandum - DSS**

**Miscellaneous Document**

**Motion**

**Motion / Petition for Attorney Fees**



### **FILING CODE DESCRIPTIONS**

**Motion - Compel**

**Motion - Comply**

**Motion - Consolidate**

**Motion - Default**

**Motion - Default Judgment**

**Motion - Defer**

**Motion - Defer Lack of Prosecution**

**Motion – Dismiss Garnishment Property Assets**

**Motion – Dismiss Garnishment Wages**

**Motion - Earnings Withholding**

**Motion - Intervene**

**Motion - Joint Trial**

**Motion - Leave to Withdraw**

**Motion - Limine**

**Motion - MD Rule 4-252 (Motions)**

**Motion - MD Rule 4-253 (Joint or Separate Trial)**

**Motion - MD Rule 4-263 (Discovery)**

**Motion - Modify Scheduling Order**

**Motion - Postponement/Continuance**

**Motion - Preservation and Production**

**Motion - Produce Evidence**

**Motion - Psychiatric Evaluation**

**Motion - Quash Subpoena**

**Motion - Reconsideration**

**Motion - Reverse Wavier Jurisdiction**

**Motion - Revise Sentence**

**Motion - Shorten Time**

**Motion - Substitute Guardian**

**Motion - Suppress**

### **FILING CODE DESCRIPTIONS**

**Motion - Vacate Judgment**

**Motion - Vacate Order of Default**

**Motion / Demand for Peremptory Challenges**

**Motion / Petition - Amend**

**Motion / Petition for Modification / Reconsideration**

**Motion / Petition to Amend Order**

**Motion / Petition to Extend Time**

**Motion / Petition to Shield Case - 2nd Chance Act (\$30 fee)**

**Motion / Petition to Shield Case - 2nd Chance Act (no fee)**

**Motion / Petition to Terminate Probation**

**Motion / Petition/Request - Correct Illegal Sentence**

**Motion / Request - To Set Hearing/Trial**

**Motion / Request / Demand for Discovery**

**Motion / Request / Demand for Discovery and Inspection**

**Motion / Request / Line - Strike Appearance**

**Motion / Request For Credit For Time Served**

**Motion / Request for DHMH Drug & Alcohol Evaluation HG-8-505**

**Motion / Request for Discovery, Production, & Inspection**

**Motion / Request for Hearing on Modification of Sentence**

**Motion / Request for Hearing on Motion**

**Motion / Request for New Trial**

**Motion / Request for Writ of Habeas Corpus**

**Motion / Request to Transfer**

**Motion / Request/Petition for Commitment**

**Motion for Allowance of Expenses After Voluntary Surrender**

**Motion for Alternative Service**

**Motion for Appropriate Relief**

**Motion for Blood Test**

## **FILING CODE DESCRIPTIONS**

**Motion for Competency Evaluation**

**Motion for Compliance**

**Motion for Defendant to Submit to Oral Swab for DNA Test**

**Motion for Discovery Pursuant to Rule 4-263**

**Motion for Ex Parte**

**Motion for Exculpatory ID Evidence**

**Motion for Exculpatory Material**

**Motion for Expedited Trial Date**

**Motion for Good Cause Extension of Shelter Hearing**

**Motion for Grand Jury Testimony**

**Motion for Hair, Blood, and Saliva**

**Motion for Individual Voir Dire**

**Motion for Judgment Not Withstanding Verdict**

**Motion for Judgment of Acquittal**

**Motion for Modification to be Held SubCuria**

**Motion for Order to Issue Subpoena**

**Motion for Order to Take Disposition**

**Motion for Panel Attorney**

**Motion for Pendente Lite Relief**

**Motion for Production Photographic Copy**

**Motion for Production Witness Statements**

**Motion for Protective Order**

**Motion for Return of Documents**

**Motion for Reverse Waive from Criminal to Juvenile Court**

**Motion for Separate Juries**

**Motion for Special Assignment**

**Motion for Subpoena for Tangible Evidence Before Trial**

**Motion for Summary Judgment**

**Motion for Supplementary Proceedings**

### **FILING CODE DESCRIPTIONS**

**Motion for Temporary Custody / Housing**

**Motion for Temporary Guardian / Custody**

**Motion for Visitation**

**Motion for Work Release**

**Motion to Alter / Amend Judgment**

**Motion to Amend Indictment**

**Motion to Amend Information**

**Motion to Appoint Interpreter**

**Motion to Defer Lack of Jurisdiction**

**Motion to Disclosure of Witnesses**

**Motion to Examine Evidence**

**Motion to Expedite**

**Motion to Extend Time**

**Motion to Extend Time to Answer Petition for Post Conviction**

**Motion to Inspect Records Filed**

**Motion to Modify (Criminal Case)**

**Motion to Modify (No Summons)**

**Motion to Modify (Summons)**

**Motion to Preclude the Introduction of Evidence**

**Motion to Produce Records Regarding Fingerprint Analysis**

**Motion to Produce Tangible Evidence Prior to Trial**

**Motion to Produce Transcript of Grand Jury Testimony**

**Motion to Prohibit Destruction**

**Motion to Reinstate Appeal**

**Motion to Release Garnishment of Wages**

**Motion to Review / Alter Bond**

**Motion to Seal Indictment**

**Motion to Sequester Jury**

**Motion to Sequester Witness**

### **FILING CODE DESCRIPTIONS**

**Motion to Set Aside Verdict**

**Motion to Sever**

**Motion to Strike Judgment**

**Motion to Substitute Purchaser**

**Motion to Supplement the Record**

**Motion to Suppress / Exclude Evidence, Dismiss and Severance**

**Motion to Suppress Oral and Written Statements**

**Motion to Suppress Statements**

**Motion to Terminate Jurisdiction**

**Motion to UnSeal Indictment / Information**

**Motion to Vacate Garnishment of Wages**

**Motion to Waive**

**Motion to Waive from Juvenile to Criminal Court**

**Motion to Waive Referral**

**Motion to Withdraw**

**Motion/Petition - To Return Cash Bond**

**Motion/Petition/Letter - Dismiss Appeal**

**Motion/Petition/Request - Bail Review**

**Motion/Request - To Transfer to Juvenile Court**

**Motion/Request - For New Trial**

**Motion/Request - For Sanctions**

**Motion/Request - For Special Admission of Attorney**

**Motion/Request - For Special Admission of Attorney**

**Motion/Request - Modification of Judgment/Lien**

**Motion/Request - Oral Examination (\$0-\$200) - Civil**

**Motion/Request - Oral Examination (\$0-\$200) - Family**

**Motion/Request - Oral Examination (Over \$1,000) - Civil**

**Motion/Request - Oral Examination (Over \$1,000) - Family**

**Motion/Request - Oral Examination (Over \$200-\$1,000) - Civil**

### **FILING CODE DESCRIPTIONS**

**Motion/Request - Oral Examination (Over \$200-\$1,000) - Family**

**Motion/Request - Recall/Quash Warrant**

**Motion/Request - Remove from Stet Docket**

**Motion/Request - To Dismiss**

**Motion/Request - To Continue/Postpone**

**Motion/Request - To Stay**

**Motion/Request for Discovery and Motion to Produce Documents**

**Motion/Request for Language Interpreter**

**Motion/Request for Restitution**

**Motion/Request to Withdraw/Dismiss Appeal**

**Motion/Request/Petition for Modification of Sentence**

**Motion-Change of Venue-Criminal**

**Note - Lien Instrument**

**Notice Concerning Expungements**

**Notice of Alibi Witness**

**Notice of Appeal Filed - Civil**

**Notice of Appeal Filed – Civil - State Agency**

**Notice of Appeal Filed - Criminal**

**Notice of Appeal Filed – Criminal - State Agency**

**Notice of Appeal Filed - Family**

**Notice of Appeal Filed – Family - State Agency**

**Notice of Appeal Filed - Probate**

**Notice of Appeal Filed – Probate - State Agency**

**Notice of Appeal Filed – State Agency**

**Notice of Discovery**

**Notice of Expert Witness**

**Notice of Intention to Seek Death Penalty**

**Notice of Intention to Seek Life w/o Possibility of Parole**

## **FILING CODE DESCRIPTIONS**

**Notice of Objection Filed**

**Notice of Petition for Transfer of Structured Settlement**

**Notice of Service**

**Notice of Service of Answers to Interrogatories**

**Notice of Service of Interrogatories in Aid of Enforcement**

**Notice of Service of Pre-Judgment Interrogatories**

**Objection**

**Omnibus Motion**

**Omnibus Pre-Trial Defense Motion**

**Opposition / Response**

**Order - Satisfaction (Fee)**

**Order - Satisfaction (No Fee)**

**Order to Docket Suit**

**Petition**

**Petition - Abatement and/or Early Termination of Probation**

**Petition - CINA**

**Petition - Contempt**

**Petition - Contempt (Domestic Violence)**

**Petition - Modify/Rescind/Extend Peace/Protective Order**

**Petition - Peace Order**

**Petition - Rescind Peace Order**

**Petition - Revocation of Continuance**

**Petition - Violation of Probation**

**Petition - VOP Request for Warrant**

**Petition - Writ of Coram Nobis**

**Petition - Writ of Habeas Corpus**

**Petition - Writ of Habeas Corpus Ad Testificandum**

**Petition / Motion to Mod / Reduce / Reconsider Sentence**

**Petition Amended- Writ of Coram Nobis**

## **FILING CODE DESCRIPTIONS**

**Petition for Adoption**

**Petition for Child Support**

**Petition for Expungement**

**Petition for Guardianship**

**Petition for Guardianship/Custody - SIJS**

**Petition for Order**

**Petition for Permanent Domestic Violence Order**

**Petition for Post Conviction**

**Petition for Post Conviction DNA Testing**

**Petition for Registration of Foreign Guardianship**

**Petition for Revocation**

**Petition for Transfer of Structured Settlement**

**Petition for Voluntary Placement**

**Petition for Writ of Innocence**

**Petition for Writ of Mandamus**

**Petition to file Minimal Bond**

**Petition to Modify - Domestic Violence**

**Petition to Modify (Criminal Case)**

**Petition to Modify (No Summons)**

**Petition to Modify (Summons)**

**Petition to Modify Child Support**

**Petition to Modify -Juvenile**

**Petition to Rescind**

**Petition to Rescind - Domestic Violence**

**Petition to Shield Case**

**Petition to Terminate Guardianship**

**Petition to Waive Bond**

**Petition to Waive Fees / Costs**

**Petition to Waive from Criminal to Juvenile Court**



### **FILING CODE DESCRIPTIONS**

**Petition/Motion for Remission of Bond Forfeiture**

**Petition/Motion to Strike/Extend Bond Forfeiture**

**Petition-Civil Commitment for Drug & Alcohol Treatment 8-507**

**Petition for Immediate Foreclosure - Against Residential Property**

**Physician's Certificate**

**Plaintiff's Waiver of Notices**

**Plea/Sentence Agreement**

**Post Placement Agreement**

**Praecipe**

**Preliminary Motions**

**Pre-Sentence Investigation**

**Pre-Sentence Psychiatric Evaluation Received**

**Pretrial Monitoring Summary**

**Pre-Trial Statement**

**Pretrial Supervision Summary**

**Probation Report -**

**Probation Report - Addendum**

**Probation Report - Alleged Probation Violation**

**Probation Report - Informative**

**Probation Report - Request for Summons**

**Probation Report - Supplemental**

**Probation Report - Violation of Payment**

**Proposed Order / Decree**

**PSI & Guidelines worksheet (sealed)**

**Psychological Evaluation Report Received**

**Release of Lien/Judgment**

**Reply to Opposition**

**Report**

**Report**

## **FILING CODE DESCRIPTIONS**

**Report / Financial**

**Report and Account of the Auditor**

**Report from DHMH**

**Report from Parole and Probation**

**Report of Absolute Divorce or Annulment of Marriage-Vital  
Records**

**Report of Attorney for Alleged Incompetent**

**Report of Guardian**

**Report of Guardianship Review Board**

**Report of Master/Standing Examiner**

**Report of Payment Violation**

**Report To The Court**

**Reporters Official Transcript**

**Rept / Adoption Pet Investigation Filed**

**Request - Access to Shielded Second Chance Act Records**

**Request - Assignment of Trial Judge**

**Request - Court-Appointed Special Advocate**

**Request - Disposition Intrastate Detainer**

**Request - Jury Instructions**

**Request - Order of Default/Non-Military Affidavit**

**Request - Refund**

**Request for Certified Copy**

**Request for Charging Order**

**Request for Check**

**Request for Hearing/Trial**

**Request for Notice of Judgment/Lien**

**Request for Prepay Waiver - Subsequent Filing**

**Request for Prepayment Waiver - New Case**

**Request for Recordation of Judgment in Other County**

### **FILING CODE DESCRIPTIONS**

**Request for Sheriff/Constable Service**

**Request for Subpoena Duces Tecum**

**Request for Trial**

**Request for Writ of Execution**

**Request for Writ of Garnishment - Property**

**Request for Writ of Garnishment - Wages**

**Request for Writ of Possession**

**Request to File Foreign Judgment**

**Request to Issue**

**Request to Issue Subpoena**

**Request to Register Out of State Order of Protection**

**Request to Re-Issue**

**Request to Renew Judgment**

**Request to Shield Peace/Protective Order Records**

**Request to Shield Records**

**Requested Voir Dire**

**Respondent Attorney Appearance Filed (JUV Cases)**

**Response**

**Response - Petition Writ of Coram Nobis**

**Return of Service - Not Served**

**Return of Service - Served**

**Review Board Report**

**Service Only**

**Sheriffs Return**

**Statement**

**Statement - Rule 14-207 (b) (6)**

**Statement of Debt**

**State's Answer/Motion/Petition**

**Status Report**

## **FILING CODE DESCRIPTIONS**

**Stay of Receivership**

**Stipulation**

**Submission for Judgment**

**Suggestion of Bankruptcy**

**Supersedeas Bond**

**Supporting Documents**

**Supporting Exhibits**

**Title 4D Affidavit**

**Title 4D Complaint for Paternity**

**Title 4D Complaint for Support**

**Title 4D Motion/Request**

**Title 4D Notice – Change of Payee**

**Title 4D Petition for Contempt**

**Title 4D Petition for Contempt and Show Cause**

**Title 4D Request to Schedule Hearing and Issue Summons**

**Title 4D Return of Service - Not Served**

**Title 4D Return of Service - Served**

**Title 4D Uniform Support Petition - UIFSA**

**TPR Petition Filed**

**Transcript and Record**

**Transfer Fee (Request to Transfer Granted) CR cases**

**Transfer Fee (Request to Transfer Granted)CV,FM,PR cases**

**Trustee's Report of Sale**

**Uniform Support Petition**

**Violation Notification of Pretrial**

**Violation Report from**

**Voluntary Agreement**

**Waiver**

**Waiver from Criminal to Juvenile Court Investigation**

**FILING CODE DESCRIPTIONS**

**Waiver from Juvenile to Criminal Court Investigation**

**Waiver to Adult Court Petition**

**Witness List / Batch**