

IN THE SUPREME COURT, STATE OF WYOMING

APRIL TERM, A.D. 2012

In the Matter of the Adoption of)
Rule 3.1 of the Wyoming Rules)
of Civil Procedure)

**ORDER ADOPTING RULE 3.1 OF
THE WYOMING RULES OF CIVIL PROCEDURE**

This matter came before the Court upon recommendation of the Board of Judicial Policy and Administration. The Court has determined that Rule 3.1 of the Wyoming Rules of Civil Procedure should be adopted. It is, therefore,

ORDERED that Rule 3.1 of the Wyoming Rules of Civil Procedure is hereby adopted as shown on the attachment hereto effective on November 1, 2012. It is further

ORDERED that this Order and the Rule be published in the advance sheets of the Pacific Reporter; this Order and Rule be published in the Wyoming Court Rules Volume; and that this Order and Rule be made available online at the Wyoming Judicial Branch's website, <http://www.courts.state.wy.us>. The Rule shall thereafter be spread at length upon the journal of this Court.

DATED this 23rd day of August, 2012.

BY THE COURT:

/s/

MARILYN S. KITE
Chief Justice

Rule 3.1 CIVIL COVER SHEET

(a) Civil Cover Sheet. Every complaint or other document initiating a civil action shall be accompanied by a completed civil cover sheet form available on the Court's website or from the Clerk of Court. This requirement is solely for administrative purposes and has no legal effect in the action. If the complaint or other document is filed without a completed civil cover sheet, the Clerk of Court shall at the time of filing give notice of the omission to the party filing the document. If, after notice of the omission the coversheet is not filed within 11 calendar days, the court may impose an appropriate sanction upon the attorney or party filing the complaint or other document.

CIVIL COVER SHEET

This civil cover sheet and the information contained herein neither replaces nor supplements the filings and service of pleadings or other papers as required by law. This form, approved by the Wyoming Supreme Court, is required for the use of the Clerk of Court for the purpose of initiating the civil docket sheet. (SEE INSTRUCTIONS ON THE SECOND PAGE OF THIS FORM)

I. CAPTION

Plaintiff Name and Current Address

v.

Defendant.

Docket # _____

II. NATURE OF SUIT (Place an "X" in One Box Only)

GENERAL CIVIL			OTHER CIVIL
CONTRACT ☐ Business Organization Litigation ☐ Com. Const. Contract Litigation ☐ Contract Other (not Debt Collection)	DISSOLUTION OF MARRIAGE ☐ Divorce w/Minor Children ☐ Divorce w/o Minor Children ☐ Judicial Separation ☐ Annulment	PROBATE ☐ Ancillary Admin/Foreign Prob ☐ Decree of Title Distribution ☐ Determination of Heirship ☐ Letters of Administration ☐ Estate Unspecified ☐ Summary Probate ☐ Testate/Intestate Estate ☐ Will Only Filings ☐ Trust Matters ☐ Guardianship ☐ Conservatorship ☐ Guardian & Conservatorship	☐ Appointment/Removal of a Fiduciary ☐ Arbitration Award Confirmation ☐ Birth Certificate Amendment/Establishment ☐ Debt Collection ☐ Declaratory Judgment ☐ Emancipation of Minor ☐ False or Frivolous Lien ☐ Foreign Judgment ☐ Foreign Protection Order/Foreign Stalking Order ☐ Forfeiture of Property ☐ Governmental Action Environmental Case ☐ Injunction ☐ Material Witness/Foreign Subpoena ☐ Name Change ☐ Involuntary Hospitalization ☐ Public Nuisance ☐ Specific Relief ☐ Structured Settlement Protection Act ☐ Successor to Civil Trust Appointment ☐ Transcript Judgment from Circuit Court ☐ Writ of Habeas Corpus ☐ Writ of Mandamus ☐ Writ of Replevin ☐ Unspecified ☐
TORT ☐ PI or WD - Environmental or Toxic Tort ☐ PI or WD - Fed Employer Liability Act ☐ PI or WD - Medical Malpractice ☐ PI or WD - Product Liability ☐ PI or WD - Vehicular ☐ Personal Injury Unspecified ☐ Property Damage ☐ Tort Unspecified ☐ Wrongful Termination of Employment	DOMESTIC RELATIONS ☐ Custody/Parental Visitation ☐ Grandparental Visitation ☐ Paternity ☐ Child Support/Parental Contribution ☐ Child Support w/ Paternity ☐ UIFSA w/Paternity ☐ UIFSA ☐ Dom Register Foreign Judgment ☐ TPR State/DFS ☐ TPR Family/Private	ADOPTION ☐ Adoption ☐ Confidential Intermediary	
CIRCUIT COURT ☐ Small Claims ☐ Forcible Entry and Detainer ☐ Stalking Protection Order ☐ Family Violence Protection Order	PROPERTY ☐ Property with Mineral Rights ☐ Property w/o Mineral Rights		

III. RELATED CASE(S) IF ANY (see instructions)

Docket No. _____ Judge _____ Court (if different) _____

Docket No. _____ Judge _____ Court (if different) _____

IV. \$ AMOUNT IN CONTROVERSY, (estimated) (see instructions)

\$ _____

SIGNATURE OF ATTORNEY OF RECORD OR PRO SE LITIGANT

DATE

INSTRUCTIONS FOR ATTORNEYS OR PRO SE LITIGANTS COMPLETING THE CIVIL COVER SHEET

Authority for Civil Cover Sheet

The civil cover sheet and the information contained herein neither replaces nor supplements the filings and service of pleadings or other papers as required by law. This form, approved by the Wyoming Supreme Court, is required for the use of the Clerk of Court for the purpose of initiating the civil docket sheet. Consequently, a civil cover sheet is submitted to the Clerk of Court for each civil case filed. The attorney or pro se litigant filing a case should complete the form as follows:

I. Caption. Enter names of the plaintiff and defendant and the address for the plaintiff. If the plaintiff or defendant is a government agency, use only the full name or standard abbreviations. If the plaintiff or defendant is an official within a governmental agency, identify first the agency and then the official, giving both name and title.

II. Nature of Suit. Place an “X” in the appropriate box. ONE AND ONLY ONE BOX SHOULD BE CHECKED. If the nature of suit cannot be determined, because the cause of action fits more than one nature of suit, select the most determinative. Some descriptions may require clarification. See below:

Contract Subtypes

Business Organization Litigation (Corporate, Partnership or L.L.C. dissolution or accounting)

Contract Other (not debt collection) (including Specific Performance but not Wrongful Termination)

Property Subtypes

Property with Mineral Rights (e.g., Quiet Title, Ejectment)

Property w/o Mineral Rights (e.g., Adverse Possession, Condemnation, Easements, Ejectment, Gifts, Historic Preservation Rights, Quiet Title, Solar Rights, Survivor Rights, Title, Trust, Unclaimed Property, Uniform Transfer to Minors, Property Conveyance including Mortgages and Deeds of Trust)

Tort Subtypes

PI or WD = Personal Injury or Wrongful Death

Personal Injury Unspecified (e.g., slip and fall, defamation, assault, battery, intentional infliction of emotional distress, false imprisonment, invasion of privacy)

Property Damage (e.g., negligence, trespass, nuisance)

Tort Unspecified (e.g., fraud, restraint of trade, conversion, replevin)

Wrongful Termination of Employment (sounding in Contract, Title VII, ADEA, or Breach of Implied Covenant of Good Faith and Fair Dealing)

Domestic Relations Subtypes

A petition containing a child support action should be labeled a child support case even if other actions (i.e., custody, visitation, paternity) are included in the petition.

III. Related Cases. This section is used to reference related cases, if any. If there are related cases, involving the same parties or children, insert the docket numbers and the corresponding judge names for such cases.

IV. \$ Amount in Controversy. In this space, enter the dollar amount (in thousands of dollars) being demanded or indicate other demand such as preliminary injunction.

Attorney or Pro Se Litigant Signature and Date. Sign and date the civil cover sheet.