**Statewide City and District Court LT Data Extract**

**Without Personally Identifying Information**

**Landlord and Tenant (LT) Data Extract Requirements**

This document contains the data exchange rules and data extract field definitions for the Statewide City and District Court Landlord and Tenant (LT) Data Extract **without personally identifying information** compiled from information collected in the Office of Court Administration’s Universal Case Management System for Local Civil Courts (UCMS-LC). The data in this extract are restricted to a rolling five years of data from all city and district courts statewide, updated on a monthly basis. Town and village court data are not included/ not available.

**Data Exchange Rules**

1. The data will be sent as an XML file. Data from all requested courts will be contained in the same extract file.
2. An **initial extract** will be run to provide historical data. This will be run for a requested time frame and will be indicated as **Filing Date From** and **Filing Date To** in the extract.
3. The data extract file(s) will be zipped.

**Data Formatting Rules**

1. All dates (except appearance dates/times) have an XML date format of YYYY-MM-DD.

Appearance dates/times have an XML date/time format of YYYY-MM-DD'T'HH:MM:SS

Ex: 2015-06-25T09:30:50 represents 06/25/2015, 09:30:50 AM

1. Amounts are a decimal number with two decimal places.

Ex: 1413.56

If an amount is a whole dollar amount (no cents), it will have no decimal digits.

Ex: 11214

**Data Extract Field Definitions**

**Extract**

(Required)

**Sender**

(Required)

**Recipient**

(Required)

**ExtractType**

(Required)

Values: “Initial”

**FilingDateFrom**

(Optional)

This is the earliest filed date of the indexes to be included in the Initial extract.

**FilingDateTo**

(Optional)

This is the latest filed date of the indexes to be included in the Initial extract.

**RunDate**

(Required)

The run date of the extract.

**Indexes**

(Required)

A group of indexes added new or updated in the Case Management system for the period **FilingDateFrom** - **FilingDateTo**.

**Index**

**IndexNumberId**

(Required)

Unique number to identify the Index.

**Delete**

(Optional)

A request to delete an index from your repository.

*NOTE: The XML record for an index marked for deletion will only contain the* ***IndexNumberId*** *and the* ***Delete*** *indicator.*

Ex: XML Deletion Record:

<Index>

<IndexNumberId>124579A59837F98644BCEDA2345679FDE7611ABC98070302FC234562DEA46721</IndexNumberId>

<**Delete**/>

</Index>

**Court**

(Required)

The full name of the court.

**FiledDate**

(Required)

Date the index was filed with the Court.

**PropertyType**

(Optional)

Indicates whether the property is “Commercial” or “Residential”. (Reliable for NYC; only reliable ONYC from 1/2022 forward)

**Classification**

(Optional)

Ex: “Non-Payment”, “Harassment”, “HP”

**SpecialtyDesignations**

(Optional)

A court-defined way to further classify an index.

**SpecialtyDesignationType**

(Optional)

Ex: “COOP/CONDO”, “Military”

**Status**

(Required)

Current status of the index.

Ex: "Active", "Disposed"

**DisposedDate**

(Optional)

Date the index was disposed.

**DisposedReasonNoPersonallyIdentifyingInfo**

(Optional)

The action that disposed of the case.

Ex: “Motion(1)-Relief: Restore to Possession; Decision: Granted - Index Disposed”

**FirstPaper**

(Required)

The filing instrument that initiated the index.

**PrimaryClaimTotal**

(Optional)

The total amount of the primary claim (sum of all primary claim Cause of Actions).

**PrimaryClaimCauseOfActions**

(Optional)

The reasons why this index is before the court.

**PrimaryClaimCauseOfAction**

**CauseOfActionType**

(Required)

Ex: "Breach of Lease", "Breach of Lease or Rental Agreement"

**InterestFromDate**

(Optional)

**Amount**

(Optional)

Amount of the Cause of Action.

**DateOfJuryDemand**

(Optional)

**PropertyAddresses**

(Required)

The address of the properties that the case concerns.

**PropertyAddress**

(Required)

**City**

(Required)

**State**

(Required)

**PostalCode**

(Required)

**Parties**

(Required)

The parties on this index.

**Party**

**Role**

(Required)

Ex: "Petitioner", "Respondent", "Interested Party"

**PartyType**

(Required)

Values: “Person”, ”Business”, “Agency”

**RepresentationType**

(Required)

Values: "Counsel", "SRL" (Self Represented Litigant), "No Appearance"

*NOTE: “No Appearance” means the party has not appeared at the courthouse to indicate representation.*

**Undertenant**

(Required)

“true” if this party is an undertenant, “false” otherwise.

**Events**

(Optional)

The events on this index.

**Event**

**EventName**

(Required)

Ex: “Answer Filed (Attorney)”, “Inspection Report Requested”, “Miscellaneous”

**FiledDate**

(Required)

**FeeType**

(Optional)

Values: “Collected”, “Exempt”, “Waived by Judge”

**FilingParties**

(Optional)

**FilingParty**

**Role**

(Required)

Ex: “Petitioner”, “Respondent”

**AnswerType**

(Optional)

Values: “Oral”, “Written”

**Appearances**

(Optional)

The appearances on this index.

**Appearance**

**AppearanceDateTime**

(Required)

**AppearancePurpose**

(Required)

Ex: “Hearing”, “Conference”, “Motion”

**AppearanceReason**

(Required)

Values: “New Appearance”, “Adjourned”, “Rescheduled”, “Continued”, “System Scheduled”

**AppearancePart**

(Required)

The Court Part that the appearance is scheduled to.

**MotionSequence**

(Optional)

A unique identifier (number) of a motion on this appearance.

Ex: “1”, “2”

**AppearanceOutcomes**

(Optional)

Motion or Non-Motion outcomes on this appearance.

**AppearanceOutcome**

**AppearanceOutcomeType**

(Required)

Ex: “Reserved Decision”, “Dismissed”

**OutcomeBasedOnType**

(Optional)

What the outcome is based on.

Ex: “Conference”, “Hearing”

**Motions**

(Optional)

**Motion**

**Sequence**

(Required)

A unique identifier (number) of a motion on this index.

Ex: “1”, “2”

**MotionType**

(Required)

Values: “Order to Show Cause”, “General”, “Ex-Parte”

**PrimaryRelief**

(Required)

Ex: “Restore to Possession”, “Restore to Calendar”, “Vacate Judgment”

**FiledDate**

(Required)

**FilingParties**

(Optional)

**FilingParty**

**Role**

(Required)

Ex: “Petitioner”, “Respondent”

**MotionDecision**

(Optional)

Ex: “Granted”, “Denied - Index Disposed”

**MotionDecisionDate**

(Optional)

**Decisions**

(Optional)

**Decision**

**Sequence**

(Required)

A unique identifier (number) of a decision on this index.

Ex: “1”, “2”

**ResultOf**

(Required)

Values: “Reserved Decision”, “Courtroom Appearance”, “Arbitration”, “Petitioner’s Request”, “Marshal’s Request”, “Conversion Event”

**HighlightNoPersonallyIdentifyingInfo**

(Required)

Ex:

Judgment with Possession, with Warrant, No Stay/Issuance Forthwith

.....With Prejudice: No

.....Based On: Failure to Answer

.....Liable: Jointly and Severally

.....Amount: $800.00

.....Interest From Date:

.....Interest Rate: 9.0%

.....Costs: Without Costs

.....Attorney Fees:

.....Warrant(s) Ordered

.....Issuance: No Stay/Issuance Forthwith

.....Execution: No Stay

.....Enforcement Agency: Albany Sheriff's Association

…..Enf Officer Docket #: 984

.....Recorded On: 09/04/2013

.....Result of: Reserved Decision

.....Decision Date: 09/04/2013

**Judgments**

(Optional)

**Judgment**

**Sequence**

(Required)

A unique identifier (number) of a judgment on this index.

Ex: “1”, “2”

**AmendedFromJudgmentSequence**

(Optional)

The unique identifier (number) of a judgment sequence this judgment was amended from.

Ex: “1”, “2”

**JudgmentType**

(Required)

Ex: “Failure to Answer”, “Failure to Appear”, “Hearing”

**FiledDate**

(Required)

**EnteredDateTime**

(Required)

**WithPossession**

(Required)

“true” if a judgment grants possession of property, “false” otherwise.

**LatestJudgmentStatus**

(Required)

Ex: “Entered”, “Vacated”, “Partially Satisfied”

**LatestJudgmentStatusDate**

(Required)

**TotalJudgmentAmount**

(Required)

**Creditors**

(Required)

**Creditor**

**Role**

(Required)

Ex: “Petitioner”, “Respondent”

**Debtors**

(Required)

**Debtor**

**Role**

(Required)

Ex: “Petitioner”, “Respondent”

**Warrants**

(Optional)

**Warrant**

**Sequence**

(Required)

A unique identifier (letter) of this warrant on the judgment.

Ex: “A”, “B”

**CreatedReason**

(Required)

Values: “Original Issuance”, “Re-issued”, “Duplicate Original”, “Amended”

**OrderedDate**

(Required)

**IssuanceType**

(Required)

Indicates whether the warrant can be issued forthwith or that the issuance is stayed.

Ex: "No Stay/Issuance Forthwith", "Stayed - Number of Days"

**IssuanceStayedDate**

(Optional)

Date issuance is stayed until.

**IssuanceStayedDays**

(Optional)

A number of days the issuance is stayed until.

**IssuedDate**

(Optional)

The date this warrant was signed, thereby issuing the warrant.

**ExecutionType**

(Required)

Indicates whether the execution of the warrant is stayed or not.

Ex: “No Stay”, ”Stayed - Per Stipulation/Order”

**ExecutionStayedDate**

(Optional)

Date execution is stayed until.

**ExecutionStayedDays**

(Optional)

A number of days the execution is stayed until.

**MarshalRequestDate**

(Optional)

The date the Marshal’s Request was filed.

**MarshalRequestReviewedDate**

(Optional)

The date the Marshal’s Request for judgment and warrant was reviewed.

**EnforcementAgency**

(Optional)

The Enforcement Agency responsible for enforcing the warrant.

**EnforcementOfficerDocketNumber**

(Optional)

Enforcement Officer’s internal Docket Number (not related to UCMS-LC).

**PropertiesOnWarrant**

(Required)

Properties that are covered by the Warrant.

**PropertyOnWarrant**

(Required)

**City**

(Required)

**State**

(Required)

**PostalCode**

(Required)

**AmendedDate**

(Optional)

**VacatedDate**

(Optional)

**AdultProtectiveServicesNumber**

(Optional)

**ReturnedDate**

(Optional)

Date that the Warrant was returned from the Enforcement Agency.

**ReturnedReason**

(Optional)

Ex: “Executed with Eviction”, “Withdrawn”

**ExecutionDate**

(Optional)

Date that the Warrant was executed by the Enforcement Agency.