**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.