Hennepin County District Court Odyssey File and Serve Training Materials



Civil Cases: File and Serve Filing Codes

*Yellow highlighted codes indicate confidential documents by Rule or Statute.

Filing Codes
Acceptance and Oath
Admission of Service
Affidavit for Proceeding In Forma Pauperis
Affidavit for Reimbursement of Public Assistance
Affidavit in Support of Attorney Fees
Affidavit in Support of Judgment Pursuant to M.S. 256.0471
Affidavit in Support of Order to Show Cause
Affidavit of Identification
Affidavit of Identification and Unsatisfied Civil Judgment
Affidavit of Identification of Judgment Debtor
Affidavit of Identification of Judgment Debtor/Creditor
Affidavit of Mailing
Affidavit of No Answer
Affidavit of No Answer, ID, Non-Military Status and Amt Due
Affidavit of No Service
Affidavit of Non-Compliance
Affidavit of Not Found
Affidavit of Plaintiff
Affidavit of Prejudice
Affidavit of Publication
Affidavit of Service
Affidavit of Service by Posting
Affidavit to Appear for Contempt
Affidavit-Other
Agreement
Amended Motion
Amended Order
Amended Petition
Amended Summons and Complaint
Annual/Periodic Accounting
Answer

Answer Presenting Defenses Under Rule 12.02
Answers to Interrogatories
Appellate Court Order
Application
Application for Discharge of Judgment(s)
Application for Name Change
Application for Reimbursement of Witness Expenses
Assignment of Bail
Assignment of Judgment
Bond
Briefs
Certificate of Receipt of Transcript-Appellate Court
Certificate of Representation
Certificate on Notice of Removal/Affidavit of Prejudice
Certification of Court Record
Certification of Discharge of Judgment(s)
Combined Motion and Order for Release of Minor Settlement
Complaint-Civil
Confession of Judgment
Confidential Information Form 11.1 personal information
Confidential Information Form 11.2 sealed financial info
Consent-Other
Correspondence
Costs and Disbursements Amount Allowed after Taxation
Costs and Disbursements Notice & Application for Taxation
Counter Motion
Counterclaim
Creditor's Objection to Exemption Claim
Cross Claim
Demand for Judge
Demand for Judicial Determination - Forfeit MV (MSA 169A.63)
Demand for Removal to District Court
Demand for Removal/Appeal
Demand/Motion for Judicial Review
Disclaimer
Discovery Disclosure
Evidence of Deposit of Minor Settlement
Exhibit List
ExParte Motion
ExParte Order
Financial Disclosure Form

Findings and Order
Findings and Order for Discovery
Findings of Fact, Conclusions of Law and Order
Fnd of Fact Conclusions of Law; Order for Judg and Judg
Forfeiture Order
Harassment Restraining Order
Implied Consent Order
Implied Consent Petition
Informational Statement
Interrogatories
Intoxilyzer 5000 Challenge - Non Disclosure Agreement
Intoxilyzer 5000 Challenge - Protective Order
Joint Informational Statement
Joint Statement of the Case
Judgment
Jury Instructions Document
Memorandum
Motion
Motion for Discovery
Motion for Production of Medical Records
Motion for Review
Motion for Summary Judgment
Motion to Amend
Motion to Dismiss
Motion to Intervene
Motion to Vacate
Motion-Contempt
Notice and Acknowledgement of Service
Notice of Appeal
Notice of Appearance
Notice of Case Assignment
Notice of Case Reassignment
Notice of Change of Address
Notice of Dismissal with Prejudice
Notice of Dismissal without Prejudice
Notice of Docketing of Amended Judgment
Notice of Docketing of Judgment
Notice of Entry and Docketing of Amended Judgment
Notice of Entry and Docketing of Judgment
Notice of Entry of Amended Judgment
Notice of Entry of Judgment

Notice of Filing of Order Notice of Filing of Order and Entry of Judgment Notice of Filing of Order; Entry of Judgment; Docketing of Judgment Notice of Hearing Notice of Hearing by Publication Notice of Lis Pendens Notice of Motion and Motion Notice of Review Notice of Right to Request a Hearing on Attorney Fees **Notice of Settlement** Notice of Taking Deposition Notice of Withdrawal of Counsel Notice to Remove Notice-Other Notice-Publication of Order Objection Objection to Referee **Order Consolidating Cases** Order Denying In Forma Pauperis Petition **Order Denying Motion** Order Denying Name Change Order Dismissing/Restricting In Forma Pauperis Action Order for Continuance Order for Disclosure Order for Dismissal Order for Harass Hearing and Ex Parte Harass Restraining Order Order for Harassment Hearing Order for Hearing Order for Judgment Order for Minor Settlement Order for Proceeding In Forma Pauperis Order for Production of Medical Records Order for Release of Records from Confidential/Sealed File Order for Temporary Relief Order for Trial **Order Granting Motion** Order Granting Name Change Order Reinstating Cash/Surety Bond Forfeiture Order Sealing Name Change **Order Sealing Record** Order to Appear

Order to Change Hearing Date
Order to e-File
Order to Recuse
Order to Remove
Order to Show Cause
Order to Transport
Order Vacating Judgment
Order Waiving Filing Fees in Harassment Proceedings
Order-Change of Venue
Order-Contempt
Order-Other
Order-Quiet Title
Other Document
Petition for Disbursement/Release of Funds
Petition for Harassment Restraining Order
Petition for Hearing
Petition for Hearing on License Reinstatement MS 171.19
Petition for Minor Settlement
Petition for Writ of Habeas Corpus
Petition-Other
Petition-Property Tax
Power of Attorney
Proof of Service
Proposed Document
Receipt from Appellate Court
Report-Other
Request for Change of Venue
Request for Continuance
Request for Default Hearing
Request for Disclosure
Request for Emergency Judge Assignment
Request for Hearing
Request for Production of Documents
Request for Subpoena
Request for Transcript
Request for Trial Court Record-Appellate Court
Request for Writ of Execution
Responsive Motion
Restitution Order
Returned Mail
Safekeeping Account Filed

Satisfaction of Judgment Satisfaction of Judgment - Partial Scheduling Order Search Warrant Statement of Case Service Only Statement of Claim and Summons Statement of Mandatory Transcript Expenses Statement of Proceeding Statement of Record Statement of the Case Stipulation Stipulation and Agreement-ADR Stipulation and Order Stipulation and Order for Dismissal Subpoena Subpoena with Service Substitution of Counsel Summons Summons and Complaint Summons and Petition Supplemental Affidavit for Proceeding In Forma Pauperis Supplemental Order for Proceeding In Forma Pauperis Tax Court Order Transcript Transcript of Judgment Transcript of Judgment Issued Waiver of Appearance Waiver of Right to Contested Hearing Witness List Writ of Execution
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Writ of Execution
Writ of Execution
Writ of Execution Returned
Writ of Habeas Corpus