

Part I. Instructions for Attorneys

A civil cover sheet will be submitted to the Clerk of the Court with each civil complaint filed. The filing attorney will complete the form as follows:

Section 1. Plaintiffs - Defendants. Enter names (last, first middle initial) of plaintiff and defendant. If the plaintiff or defendant is an agency of the United States Government please use the abbreviation for that agency as indicated in attachment A. If the agency is not listed, write out the name. If the plaintiff or defendant is a person within one of these agencies identify him by his official title and indicate agency.

Section 2. Attorneys. Enter firm name, address, and telephone number. Also enter name of attorney of record.

Section 3. Origin. Place an "X" in one of the six boxes.

1. Original Proceeding. This will cover most situations.
2. Removed from State Court. Proceedings initiated in the State Courts may be removed to the district courts under Title 28 U.S.C., Sections 1441-1447 and under Title 50 U.S.C., Section 738. When the action is commenced by the filing of a petition for removal under one of these sections check this box.
3. Remanded from Appellate Court. Use the date of remand as the filing date.
4. Reinstated or Reopened. Use the reopening date as the filing date.
5. Transferred from Another District. Do not use this for within district transfers.
6. Multi-district Litigation. Use when a multi-district case is transferred in, Title 28 U.S.C., Section 1407. When this box is checked do not check (5) above.

Section 4. Basis of Jurisdiction. Place an "X" in one of the four boxes.

1. United States Plaintiff. This jurisdiction is based on Title 28 U.S.C., Sections 1345 and 1348. This includes suits by agencies and officers of the United States. This box should be checked in all cases where U. S. is the plaintiff.
2. United States Defendant. This jurisdiction is based on Title 28 U.S.C., Section 1346. This includes suits against agencies and officers of the United States. This box should be checked in all cases where U. S. is the defendant.
3. Federal Question. There are many statutes setting forth Federal rights and granting to the district courts jurisdiction to hear cases involving such rights. Many of these statutes are listed in attachment B.
4. Diversity of Citizenship. This jurisdiction is based on Title 28 U.S.C., Section 1332. Actions involving a Federal question, (3) above, should be classified as such even though there may also be diversity of citizenship. When the basis of jurisdiction is diversity of citizenship two more entries are required. These are on the residency of plaintiff and defendant. Place an "X" in the appropriate box in each column to indicate residence of principal party plaintiff and principal party defendant.

Section 5. Cause of Action. In this space cite the civil statute of the United States Code under which you are filing and write a brief description of the cause.

Section 6. Demand. In this space enter the dollar amount being demanded or indicate if other demand such as preliminary injunction.

Section 7. Class Action. Place an "X" in this box if you are filing a class action under Rule 23 F.R.Civ.P.

Section 8. Nature of Suit. Place an "X" in the appropriate box. If the nature of suit cannot be determined be sure that your description of the cause of action in Section 5 above, is sufficient to enable the deputy clerk or the statistical clerks in the Administrative Office of the United States Courts to determine the nature of suit. If the cause fits more than one nature of suit, select the most definitive.

Section 9. Date and Attorney Signature. Date and sign the civil cover sheet.

A list of federal statutes and corresponding natures of suit is in attachment B.

ATTACHMENT A

ADMINISTRATIVE AGENCY CODES

AGRI - Secretary of Agriculture
AEC - Atomic Energy Commission
COAL - Bituminous Coal, Interior
IBLM - Bureau of Land Management (all Dept. of Interior)
BNDD - Bureau of Narcotics & Dangerous Drugs
BOP - Bureau of Prisons
CAB - Civil Aeronautics Board
CSC - U. S. Civil Service Commission
DCBC - D. C. Board of Commissioners
DCBP - D. C. Board of Pharmacy
DCTC - D. C. Tax Court
COMM - Department of Commerce
DOD - Department of Defense
HUD - Department of Housing and Urban Development (FHLBB)
DOJ - Department of Justice
LABR - Department of Labor (Bur. of Federal Employees
Compensation Bd.)
FALA - Federal Alcohol Administration Act
FAA - Federal Aviation Agency
FCMS - Federal Coal Mine Safety Board
FCC - Federal Communications Commission
FDIC - Federal Deposit Insurance Corporation
FMBD - Federal Maritime Board
FPB - Federal Petroleum Board
FPC - Federal Power Commission
FRS - Federal Reserve System
FTC - Federal Trade Commission
FCSC - Foreign Claims Settlement Commission
GSA - General Services Administration
HWFD - Sec. HEW, Food & Drug
INS - Immigration & Naturalization Service
NLRB - National Labor Relations Boards
OAP - Office of Alien Property
PATO - Patent Office
PRTB - Processing Tax Board
RRRB - RR Retirement Board
RENB - Renegotiation Board
SEC - Securities & Exchange Commission
SBA - Small Business Administration
SACB - Subversive Activities Control Board
IRS - Tax Court, Commissioner of Internal Revenue
TRAN - Sec. of Transportation, Nat'l. Transportation
Safety Board

ATTACHMENT A

ADMINISTRATIVE AGENCY CODES (CONT'D)

TREA - Sec. of the Treasury, (27 USC 2044) Alcohol
and Tax Division
BEBP - U. S. Bd. of Examiner's Bureau of Prisons,
Springfield Med.
VEAB - Vet. Ed. Appeal Bd.
WAHO - Wages and Hours
WMAT - Washington Metropolitan Area Transit Commission
HEW - Housing, Education, and Welfare
EPA - Environment Protection Agency

ATTACHMENT B

Following is a list of the most frequently used Federal Statutes by popular name involving civil litigation. Most of the cases involving these statutes will be filed under Federal Question Jurisdiction. However, there are also cases that can be filed under the other jurisdictions.

The statutes are listed alphabetically by name followed by the nature of suit code that should be checked on the civil cover sheet. The list is not intended to be all inclusive.

Name of Statute	Nature of Suit Code
Age Discrimination in Employment Act 29:621-634	442
Agricultural Acts 7:612C, 1301, 1441-1446	891
Agricultural Adjustment Act 7:281-1407	891
Agricultural Adjustment Act - penalty	61
Agricultural Fair Practice Act 7:2301-2306	891
Agricultural Marketing Agreement Act 7:601-659	891
Air Pollution Control Act 42:1857-57L	893
Anti-Kickback Act	37
Anti-Trust Acts 15:1-7	41
Anti-Trust Civil Process Act 15:1311-1314	41
Arbitration Act - maritime transactions	12
labor disputes	19
Armed Forces Leave Act 37:501	19
Atomic Energy Act	89
Automobile Dealers' Day in Court 15:1221-1225	89
Back Pay Act	19
Bail Reform Act	19
Banking Act 12:300-632	43
Bankruptcy Acts Title 11	42
Boiler Inspection Acts 45:22-29, 31-34	64
Capehart Housing Act	89
Carmack Amendment to Hepburn Act 49:20, 94 stat 593	45
Carriage of Goods by Sea Act 46:1300-1315	12
Career Compensation Act - reenlistment bonus when not negotiable instrument	15
Civil Rights Act 42:1983	44
Civil Rights Act, Voting 42:1971, 1973 - 73p	441
Clean Air Act 42:1857-57L	893
Commodity Credit Corporation Act 15:713a-1 and 4	891
Commodity Credit Corporation Charter Act 15:714-714o	891
Commodity Exchange Act (futures) 7:1-17b	85
Communications Act 47:151 et seq	89
Consumer Credit Protection Act - interest rates	
15:1600 et seq	37
bad credit rating	32
garnishment enforcement 15:1676	71
Davis-Bacon Act 40:276a	79
Disaster Relief Act	89
Due Process of Law (5th Amendment)	44
Economic Opportunities Act	44
Economic Stabilization Act PL 92:201-301, 12:1904	892
Educational Professions Development Act 20:1091	89
Egg Products Inspection Act 28:1031-1056	891
Elkins Act 49:41-43	45
Equal Employment Opportunity Act (Title VII)	442
42:2000e	
Equal Pay Act 29:206	71
Executive Order 11615 (freezing prices)	892

Name of Statute	Nature of Suit Code
Executive Order 11632 (freezing prices)	892
Fair Credit Reporting Act 15:1681	37
Fair Housing Act (Title VII) 42:3601-3612	443
Fair Labor Standards Act 29:201-219	71
Fair Trade Act 15:1	41
False Claims Act 31:231 et seq	37
Farmers' Home Administration Act	14
Federal Credit Union Acts 12:1751-1770	43
Foreign Agents Registration Act 22:611-621	89
Federal Aid Highway Act 23:101-142	89
Federal Aviation Act 49:1301 et seq	89
Federal Aviation Act, penalty	65
Federal Boat Safety Act, penalty	69
Federal Coal Mine Health & Safety Act 30:801 et seq	89
in connection with HEW	86
penalty	69
Federal Corrupt Practices Act 2:241-256	89
Federal Crop Insurance Act 7:1501-1550	891
Federal Election Campaign Act	89
Federal Employers' Liability Act (Railroads)	33
45:51-60	
Federal Food, Drug, and Cosmetic Act 21:301 et seq	89
forfeiture or penalty 21:333-334	62
Federal Hazardous Substance Act 15:1261	69
Federal Home Loan Bank Act 12:1421-1449	43
Federal Insecticide, Fungicide and Rodenticide Act 7:135	69
Federal Meat Inspection Act	89
Federal Medical Care Recovery Act	19
Federal Order #96	891
Federal Pay Comparability Act 5:5301	89
Federal Reemployment Rights (Universal Military Training and Service Act 50:459)	19
Federal Reserve Acts 12:142 et seq	43
Federal Seed Act 7:1551-1610	61
Federal Trade Commission Act 15:41-51	89
penalty	69
Federal Water Pollution Control Act 33:1151 et seq	893
Food & Drug Act (Federal) 21:301 et seq	62
Food Stamp Act 7:2011-2025	891
Franking Mail Privilege	37
Freedom of Information Act 5:552	89

Name of Statute	Nature of Suit Code
Game and Wild Life Act 16:256c et seq (penalty)	69
Harter Act (Carriage of Goods by Sea) 46:190-195	12
Hatch Political Activity Act 5:1302 et seq	19
Health Insurance for the Aged Act	86
Highway Safety Act	89
Home Owners Loan Act 12:1461	43
if negotiable instrument	14
foreclosure	22
Hours of Service Acts (Railroads)	64
Immigration Acts (habeas corpus & review)	46
Industrial Accident Board	36
Internal Revenue Code 26-6331(a) 7401	87
liquor penalty	63
Interstate Commerce Acts 49:1 et seq	45
Interstate Land Sales Full Disclosure Act 15:1701	37
Investment Advisers Act 15:80b(1-21)	85
Jones Act (Merchant Marine) 46:688	34
Klamath Termination Act 25:564 - 564w-1	89
Labor Certification (Department of Labor defendant)	79
Labor-Management Relations Act 29:141-187	72
Labor-Management Reporting and Disclosure Act 29:153-160, 401 et seq	73
Land and Water Conservation Fund Act	89
Landrum-Griffin Act 29:153-160, 401 et seq	73
Lanham Patent Act 35:134-146	83
Lanham Trade-Mark Act 15:1051-1127	84
Limitation of Liability (Exoneration from) 46:189-196	38
Limited Liability Acts (Shipping) 46:189-196	38
Lloyd-La Follette Act 5:5595, 7101-2, 7501	89
Load Line Act 46:85-85g	69
Longshoremen's and Harbor Workers' Compensation Act 33:901-950	34
McGuire Bill (Federal Fair Trade) 15:45	89
15:45L penalty	69
Manpower Development and Training Act	89
Marihuana Tax Act 50 stat 551	69
Medical Care Recovery Act	19
Medicare Act	86
Miller Act 40:270 et seq	13
Miller-Tydings Fair Trade Act 15:1	41
Mineral Land Leasing Act	23
Motion to Vacate Sentence 28:2255	51
Motorboat Act 46:526-526t	69
Motor Vehicle Air Pollution Control Act 42:1857f-1--8	893

Name of Statute	Nature of Suit Code
Motor Vehicle Information and Cost Saving Act	89
Mutual Security Act	89
Narcotic Addict Rehabilitation Act 42:3411-26, Title III P L 89-793	97
National Environmental Policy Act 42:4321, 4331-35, 4341-47	893
National Housing Act 12:1701-1749	89
National School Lunch Act 42:1751	444
National Service Life Insurance Act 38:701-724, 781-788	11
National Traffic & Motor Vehicle Safety Act	89
penalty	69
Natural Gas Pipeline Safety Act	89
Naturalization Acts	89
Newspaper Preservation Act 15:1801-1804	41
Non-Resident Motorist Act	11
Norris-La Guardia Act (labor disputes) 29:101-115	72
Occupational Safety and Health Act 29:553, 651-678	79
Oil Pollution Act 33:431-437, 1001-1015	893
Outer Continental Shelf Lands Act, personal injury	34
Packers and Stock Yards Act 7:181-231	891
7:207(g) (h), 221 penalty	61
Patents 35:1-293	83
Postal Reorganization Act	89
if labor dispute	72
Public Vessels Act 46:781 - 790, personal injury	34
Railroad Retirement Act	74
Railway Labor Act 45:151 - 163, 181 - 188	74
Renegotiation Act 50:1191	19
Reclamation Act	89
Reorganization Act 5:901-913	89
River and Harbor Act	89
penalty	69
Robinson-Patman Act 15:13c	41
Safety Appliance Acts (Interstate Commerce)	64
Securities Act 15:77	85
Securities Exchange Act 15:78	85
Selective Service Act 50:451-470, 1001-1017	81
Servicemen's Readjustment Act	14
Sherman Anti-Trust Act 15:1-7	41
Ship Mortgage Act	12
Shipping Act	89
Small Business Act	14
Small Business Investment Act	85
Social Security Act	86
Medicare	86
Welfare 42:602	444

Name of Statute	Nature of Suit Ccde
Soil Bank Act 7:1801-1837	891
Soil Conservation and Domestic Allotment Act	61
Soldiers and Sailors' Civil Relief Act	14
foreclosure	22
Surplus Property Act	19
Taft-Hartley Act	72
Taylor Grazing Act 43:315	23
Thirty-Six Hour Law	64
Trade-Mark Acts 15:1051-1127	84
Trading with the Enemy Acts	89
Transportation Acts	45
Trust Indenture Act 15:77	85
Truth in Lending Act 15:1601-13, 1631-41, 1671-77	37
Tucker Act (Claims)	19
Twenty-eight Hour Law	64
Uninsured Motorist Act	11
Universal Military Training and Service Act 50:451-471	19
Uniform Bill of Lading	45
Uniform Grain Storage Agreement	891
Uniform Relocation Assistance and Real Property Acquisition Policies Act	29
Veterans' Benefit Act, penalty	69
Veterans' Preference Act	19
Voting Rights Act 42:1971, 1973-73p	441
Wagner-Peyser Act 29:49, 557	79
Walsh-Healey Act 29:557, 41:35-45	79
War Claims Act	89
Welfare Pension Plan Disclosure Act 29:301-309	79
Wholesome Meat Act	891