

## **META DATA**

### **1. Nature of matter (Tick any one)**

LPA  
PIL  
SWP  
OWP  
HCP  
Civil  
Criminal  
Arbitration.  
Caveat

### **2. Petitioner/Appellant**

- a) Name and address.
  
- b) E-mail ID
- c) Mobile Phone Number.
- d) Age
- e) Advocate Name.
- f) Advocate's e-mail ID
- g) Advocate's Mobile Number.
- h) Advocate Code.
- i) Advocate Enrollment Number.

### **3. Respondent.**

- a) Name and address.
- b) E-mail ID.
- c) Mobile Phone Number.
- d) Age.
- e) Advocate Name.
- f) Advocate's e-mail ID.
- g) Advocate's Mobile Number.

### **4. Department:**

- a) Department name.
- b) E-mail ID.
- c) Phone Number,

### **5. Special Category**

- (If any of the parties is:)
- o. Senior Citizen: Above 65 years.
  - o. SC/ST.
  - o. Woman/Child.
  - o. Disabled:
  - o. Legal Aid Case:
  - o. In custody:

### **6. Act (Tick any one)**

- a) Central
- b) State.

### **7. Title of the Act.**

### **8. Section.**

**9. Civil Cases (Tick wherever applicable)**

- a) Civil First Appeal.
- b) Civil Second Appeal.
- c) Civil Revision.
- d) Petition under Section 104 CPC.
- e) Name of Court which passed impugned order/decreed.

**10 Criminal Matters.**

- a) Whether accused/convict has surrendered:
- b) FIR No.
- c) Police Station.
- d) Sentence Awarded.
- e) Sentence undergone:
- f) Name of the Court which has passed the impugned order/judgement.

**11 MACT Cases:**

- a) Vehicle No.
- b) Insurance Company.
- c) Name of Registered owner.
- d) FIR No. with year.
- e) Police Station.

**12 Fee details:**

- a) Amount of Court Fee/Decretal amount/fine/Compensation paid.
- b) Mode of payment:
  - (i) Stamps.
  - (ii) Cash.
  - (iii) By Credit/Debit Card.
  - (iv) DD.
  - (v) Cheque.
- c) Date of payment.
- d) Details of receipt.