

**RECORDS: SEPARATE DOCKETS--CONTENTS**

(a) Every court having criminal jurisdiction shall keep such records as are required by law.

(b) Separate dockets shall be kept for criminal, traffic, civil, and small claims actions. The required entries within the traffic and criminal dockets shall be as required on the "Complaint/Citation Docket Form" prescribed in CrRLJ 2.1. In civil and small claims dockets there shall be entered:

(1) The title of all actions;

(2) The object of the action or proceeding;

(3) All filing, return, trial, and appearance dates;

(4) An abstract of every motion, rule, order and decision of the court;

(5) Every continuance, and for whom granted;

(6) All demands for a trial by jury, and by whom;

(7) The names of the jurors who appear and are sworn, the names of witnesses sworn, and at whose request;

(8) An abstract of the verdict of the jury when received and other proceedings in connection with the jury;

(9) An abstract of the judgment of the court and the amount thereof, and all costs granted in connection therewith;

(10) The time of issuing execution, and an account of the debt and costs, and the fees due to each person separately;

(11) The fact of a notice of appeal and the date thereof;

(12) Satisfaction of the judgment, or any money paid thereon and the date thereof;

(13) Such other entries as may be material.

[Adopted as JAR 6 effective July 1, 1963; Renamed ARLJ 6 effective September 1, 1989.]