
File Name: README.PDF

Date Created: 05/22/2019

Date Updated: 06/17/2019

Agency: Hillsborough County Clerk of the Circuit Court

GENERAL DESCRIPTION

The index files contain an alphabetical index, direct and inverse, of party names for all cases. Separate files are created for each of the following court types:

Circuit Criminal	Criminal Traffic	
Circuit Civil	Civil Traffic	
County Criminal		
County Civil		
Family Law		
Probate		

Records will be grouped by the first letter of the party's last name resulting in 26 alphabetic files. One additional file will be provided for non-alphabetic values.

Files are in pipe delimited format and contain column headings. No value will be displayed between the respective pipe fields for confidential or null values. Date format is MM/DD/YYYY.

Field Descriptions

Column Name

Description

Court Type

Business Name

Last Name

First Name

Middle Name

Suffix

Party Connection Type Use party/participant connection description.

Uniform Case Number The UCN is the statutorily (FS 25.075) required statewide identifier for a court record. The UCN is a series of combined data elements shown below.

County Designator	Year	Court Type	Sequence Number	Party Designator	Location
Hillsborough = 29	4 digit year	2 digit alpha value	6 digit sequence number	4 digit alpha numeric party identifier	HC
29	2019	CA	123456	000A	HC

Uniform Traffic Citation Citation identifier assigned to each UTC issued in the state Florida.

Case Type Description for the type of case.

Division Court type division the case is assigned to.

Judge Name Last Name, First Name of Presiding Court Officer.

Date Filed The date case was filed with the Clerk of Court.

Current Status Activity status of the case.

Current Status Date Date of the most recent status entry.

Sex/Gender The sex of the person. Valid values are M - Male, F - Female, N - Unknown.

Party Address Line 1 Physical Address Recorded.

Party Address Line 2 Physical Address Recorded.

Party Address City Physical Address Recorded.

Party Address State Physical Address Recorded.

Party Address Zip Code Physical Address Recorded.

Race Racial categorization associated with a person.

Date of Birth Party's date of birth.

Count Number The incremental number assigned to each offense contained within a case.

Count Level and Degree The level and degree of the offense.

Statute Violation Florida statute number corresponding to specified offense.

Charge Description The description of the statute violation.

Offense Date Date Offense Occurred.

Disposition Code Disposition information is provided by count for criminal and traffic cases and by case for all other case types.

Disposition Date The date of the disposition.

Law Enforcement Agency Name Agency Name/Description.

Law Enforcement Officer Name Last Name, First name.

Driver License Number Florida DL Number (If Provided).

Driver License State State of DL Issue.

Commercial Vehicle Y/N Indicator.

Blood Alcohol Level BAC level provided for applicable criminal offenses.

Posted Speed Integer (As provided on Citation).

Actual Speed Integer (As provided on Citation).

Amount Paid Amount of Cost/Fines/Fees Paid (Blank if no payment activity).

Date Paid Date Payment Completed.

Defensive Driving School (DDS) Y/N Indicator.

DDS Court Ordered Y/N Indicator.

DDS Elected (Regular) Y/N Indicator.

DDS Elected (Advanced) Y/N Indicator.

Tag Number Registration ID as Provided on Citation.

Tag State Registration State as Provided on Citation.

School Certificate Due Date Date compliance document is due.

School Cert Complete Date Date compliance document is received by Clerk.

AKAs All additional known names for a party will be placed in this column. Multiple values will be separated by semicolons.

Balance Due Criminal files only will display current outstanding costs, fines, and fees.