

### **Rule 3.13 Commencement of Action**

(a) **Civil Cover Sheet.** The Clerk is authorized and instructed to require a complete and executed AO Form JS 44, Civil Cover Sheet, which shall accompany each civil case to be filed. (See Appendix A.)

(b) **Corporate Disclosure Statement.**

(1) Information Disclosed. Any nongovernmental corporate party or any nongovernmental corporation that seeks to intervene in a case must file a corporate disclosure statement identifying the following:

(a) Any parent, subsidiary, or affiliate corporation;

(b) Any publicly held corporation that owns 10% or more of the party's stock; and

(c) Any publicly held corporation or its affiliate that has a substantial financial interest in the outcome of the case by reason of insurance, a franchise agreement or indemnity agreement.

A corporation is an affiliate for purposes of this rule if it controls, is under the control of, or is under common control with a publicly owned corporation.

(2) Parties or Intervenors in a Diversity Case. In an action in which jurisdiction is based on diversity under 28 U.S.C. § 1332(a), a party or intervenor must, unless the court orders otherwise, file a disclosure statement. The statement must name — and identify the citizenship of — every individual or entity whose citizenship is attributed to that party or intervenor:

(a) When the action is filed or removed to federal court, and

(b) When any later event occurs that could affect the court's jurisdiction under §1332(a).

(3) Time for Disclosure. A party, intervenor, or proposed intervenor must file the disclosure statement upon the filing of a complaint, answer, motion, response, or other pleading in this Court, whichever occurs first. The obligation to report any changes in the information originally disclosed continues throughout the pendency of the case. (See Appendix I for a sample form.)

(c) **Patent, Trademark and Copyright Cases.**

(1) Patent and Trademark. In all cases involving patent or trademark claims, a party filing a complaint, amended complaint, counterclaim or any other

pleading that adds a new patent or trademark to the dispute must file an AO 120 Report on the Filing or Determination of an Action Regarding a Patent or Trademark Form identifying the patent and/or trademark number(s).

(2) Copyright. In all cases involving copyright claims, a party filing a complaint, amended complaint, counterclaim or any other pleading that adds a new copyright to the dispute must file an AO 121 Report on the Filing or Determination of an Action or Appeal Regarding a Copyright Form identifying the copyright registration number(s).

Last revised 12/1/22. *See* Historical Notes for full revision history.