

Service type (notice)

What it does:

Allows you to add the different ways you send notice of a document, for example Email, US Mail, Served in open court, etc.

Adding the table entry

Menu | Tables | Generic Validation Tables |

Service Type (Notice)
Entry details

Code: EML

Short description:*

Long description:*

Active:* Yes No

Notes:

- **Code** – Choose a code. It can be 1-4 characters.
- **Short description** – The short description can be up to 15 characters
- **Long description** – The long description is what the users see, it can be up to 50 characters long.

Click the **Update** button to save your work.

Document Detail

Document date/time: 8/24/2018 8:32:22 AM

Template: PTD-MTE - Request to Extend Pretrial Diversion & Order

Status: Complete By: Karlene Thompson

Send notice Normal Confidential Sealed

Approval status: Approved Date: 8/24/2018 8:32:22 AM By: James H. Bradberry

Order book: 18JC1236 Page: 4

From event: -- Select --

Document names/cases

Caroline Ingalls (6; Case: 2; 92JC1-2018-TRF-1)

[Person detail](#)

Laura Ingalls (1; Case: 4; 92JC1-2018-TRF-1)

[Person detail](#)

Notices

Caroline Ingalls (Service by US Mail - Printed)

Notice printed at 9/12/2018 10:20:59 AM to 123 W. Main Street, Dresden, TN 38225.

Charles Ingalls (Service by Email - Sent)

Notice sent at 9/12/2018 10:20:59 AM to charles.ingalls@hotmail.com.

Print status: Printed 9/12/2018

Service type:* EML - Email

Service disposition: SENT - Sent

Date: 9/12/2018

Notes: Notice sent at 9/12/2018 10:20:59 AM to charles.ingalls@hotmail.com.