



eFiling Online

Maricopa County Clerk of Superior Court

eFiling User's Manual (non-criminal)

In the Superior Court of Maricopa County, Arizona - eFiling is available for:

- ❶ Civil cases **that have been designated for mandatory** eFiling by Order of the Court and civil case types where eFiling is permissive per Arizona Supreme Court Administrative Order 2008-89
- ❷ Family Court cases where the case is assigned to a participating eFiling division; eFiling is permissive not mandatory
- ❸ Criminal cases where the case is assigned to a participating eFiling division; eFiling is permissive not mandatory

The following sections detail how to register to use the Clerk of Court eFiling website, and how to complete an electronic filing (Superior Court – Maricopa County) utilizing the Clerk of Court, Maricopa County eFiling website. For comprehensive information on eFiling in Maricopa County Superior Court, please visit the web page: <http://www.clerkofcourt.maricopa.gov/efiling/default.asp>

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1

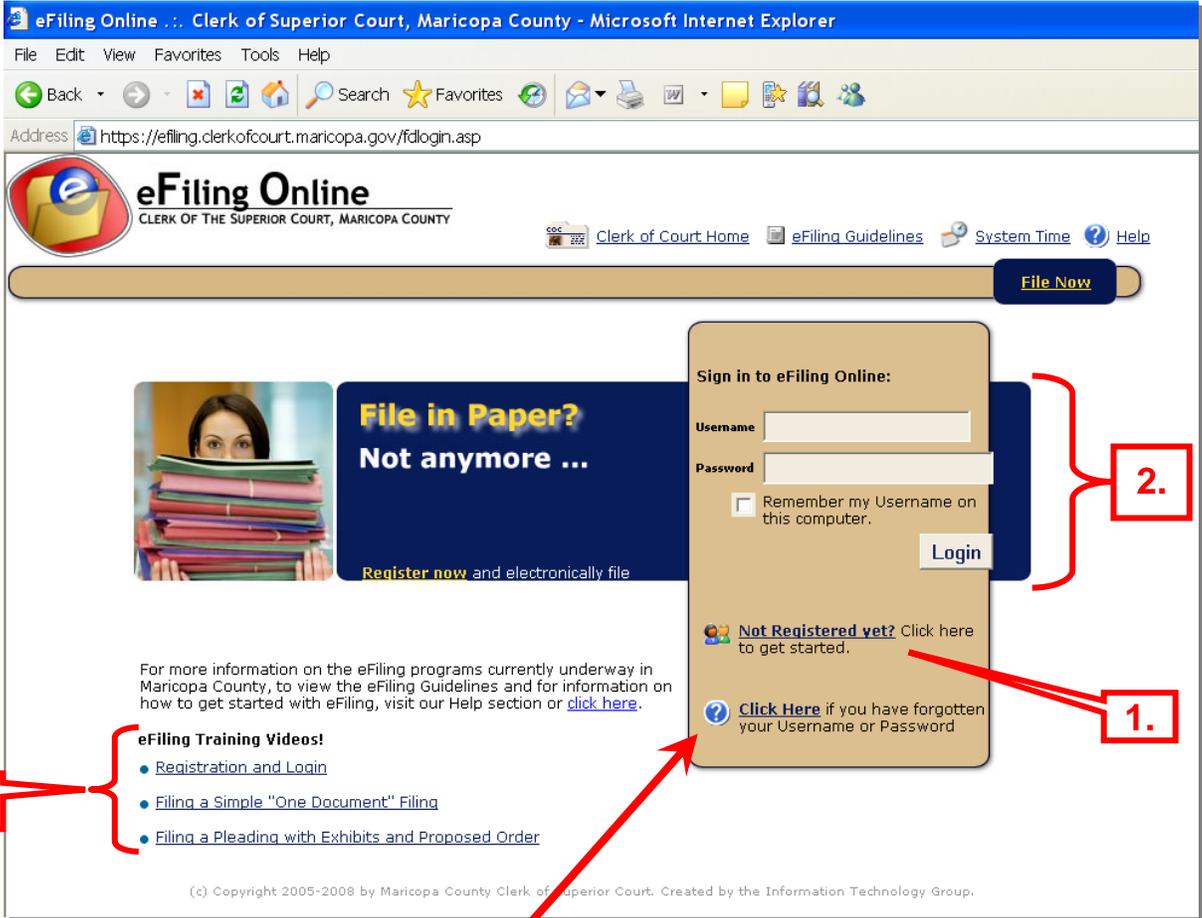
Become a Registered User

We suggest working through this user's manual in conjunction with going to the Clerk of Court eFiling website (below). Your computer monitor will provide a much clearer image of the web pages versus the screen shots contained in this manual.

- In order to eFile, you must first register as a user on the Clerk of Court **eFiling Online** website. To access the website and register as a user, go to the following URL:

<https://efiling.clerkofcourt.maricopa.gov>

- The eFiling home page contains some **useful training information** (see text box below), in a flash movie format, regarding: how to register to use the eFile website, and how to complete an electronic filing.
- If you haven't had the opportunity to attend a training session on eFiling, please be sure to read the Administrative Order 2007-140, view the flash movies on this web page, and see the **Electronic Filing Guidelines** at: **<https://efiling.clerkofcourt.maricopa.gov/efilingguidelines/>**
 1. If you have not already registered, click on the **Not Registered yet?** link, and complete the registration page.
 2. If you are registered on the website, enter your user name and password, and then click on **Login**.



- **Note:** At any time, you may click on the  icons that appear next to certain fields on the website. By clicking on this icon, you will launch a small window containing helpful hints on how to complete certain fields.

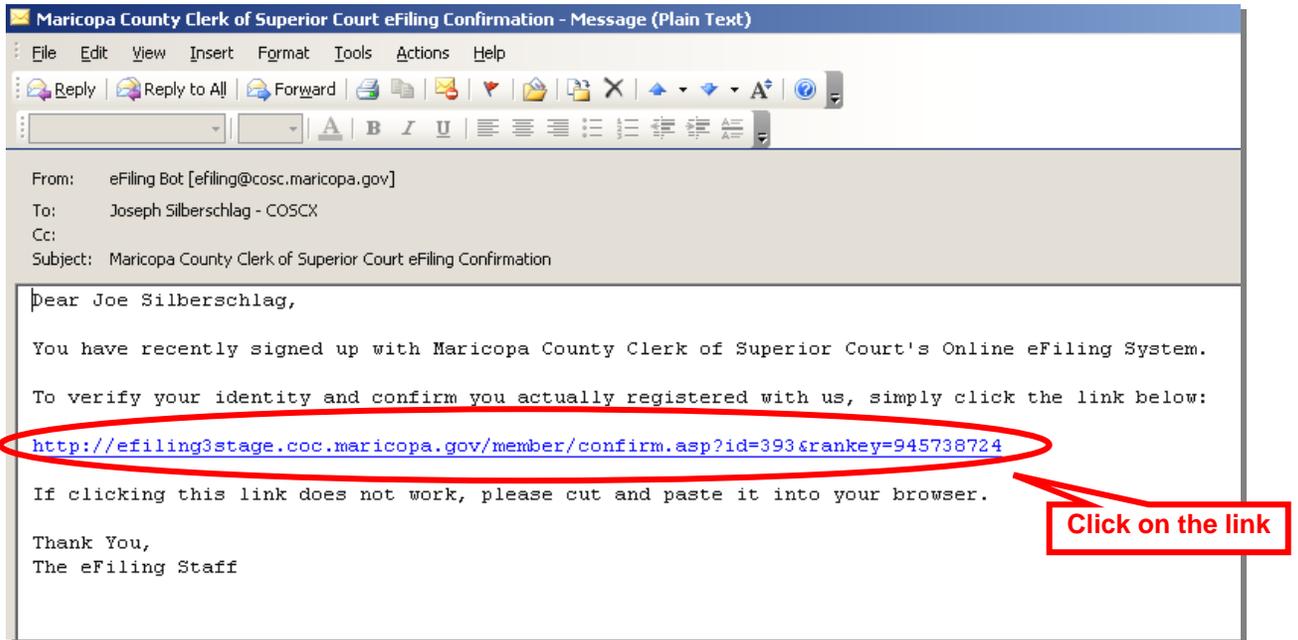
3. Complete the registration form in its entirety. Be sure to choose a username and password that you can easily remember.
4. Be sure to select a **Role** that is appropriate. If you are an attorney, select the **Attorney** role; by doing so, you'll be required to enter your **Bar Number** (six digits for Arizona) and **Bar Number State**. For any other role selected, the **Bar Number** and **Bar Number State** fields will not be required. **Legal support staff, who will be eFiling on behalf of an attorney, should register on the website by using their identifying information on the registration page.**
5. Once the form is completely filled out (all asterisk indicated fields), the **Register Me** button will become highlighted; click on the **Register Me** button to continue with the registration process.

The screenshot shows the eFiling Online registration form for the Clerk of the Superior Court, Maricopa County. The form includes fields for Username, Password, Confirm Password, First Name, Last Name, Middle Name, Email Address, Confirm Email Address, Role, Bar Number, Bar Number State, Firm/Agency Name, Address, City, State, Zipcode, and Phone Number. A dropdown menu for 'Select a Role' is open, showing options: Select a Role, Attorney, Legal Support Staff, Adult Probation Staff, and Self-Represented (Pro Per). A 'Register Me' button is at the bottom, with a message: 'This button will be available when you have completed the form.' Red annotations 3, 4, and 5 point to the form fields, the role dropdown, and the Register Me button respectively.

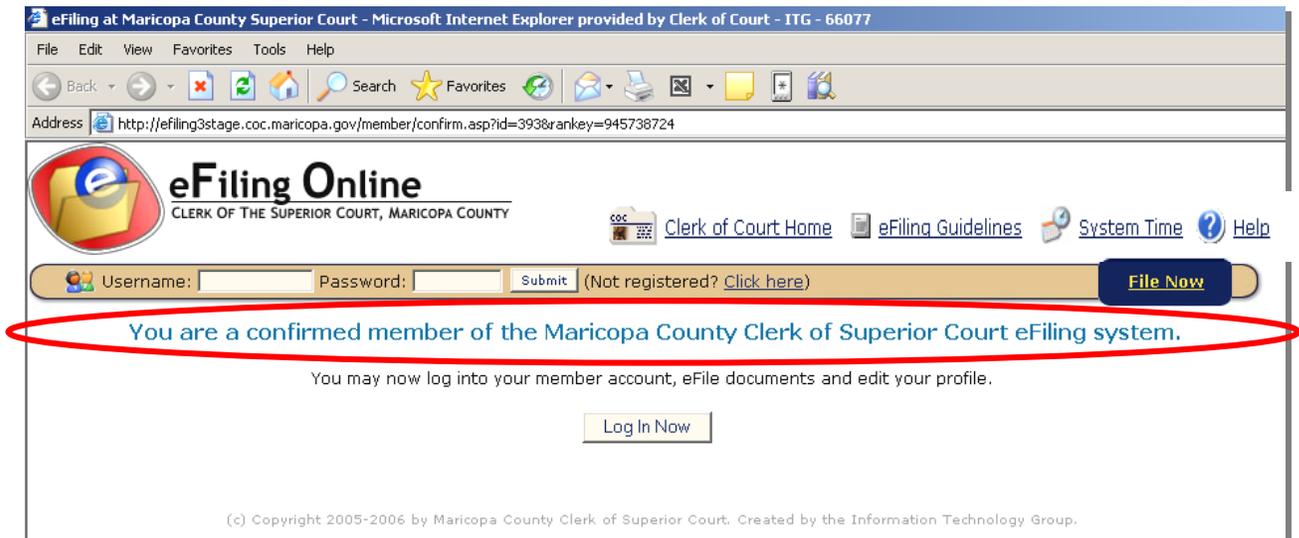
- You'll now be directed to a screen indicating there is one step left in the registration process; the message on this page instructs you to check your e-mail inbox to confirm your identity.

The screenshot shows the eFiling Online confirmation screen. It features a login bar with fields for Username and Password, a 'Submit' button, and a 'File Now' button. The main message reads: 'Wait! There is one more step to complete.' Below this, it states: 'We have sent a confirmation email to silberschlagj@cosc.maricopa.gov. Before you can log in, you must click the link in the email to confirm your identity. If you do not receive the email, please follow our [Lost Password](#) process to retrieve the number again and have it emailed to you.' A 'Back to Home Page' button is located at the bottom. The footer text says: 'Thank you for registering with the Maricopa County Clerk of Superior Court eFiling system.'

- To finish the registration process, you must check your e-mail inbox on the e-mail account you entered on the registration form, and click the link contained in that e-mail.

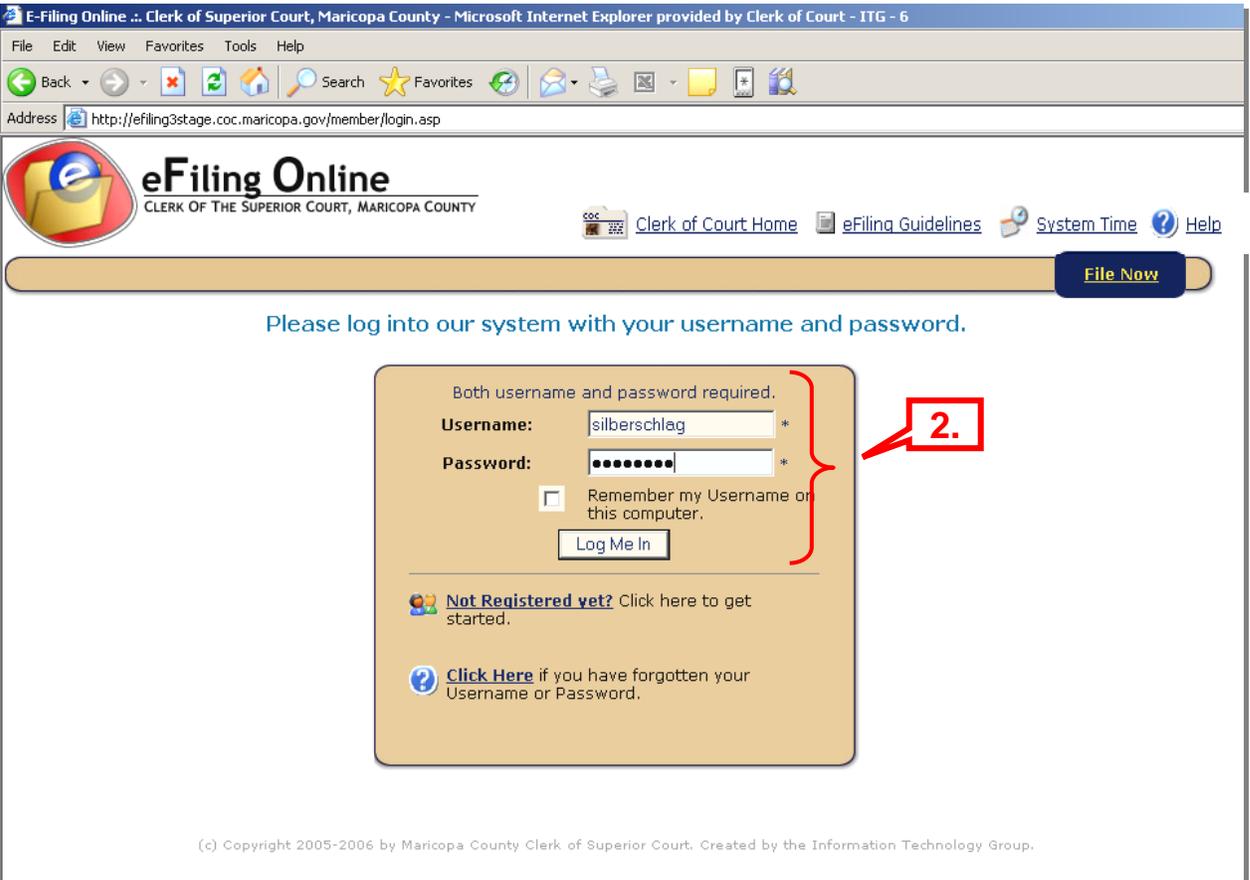
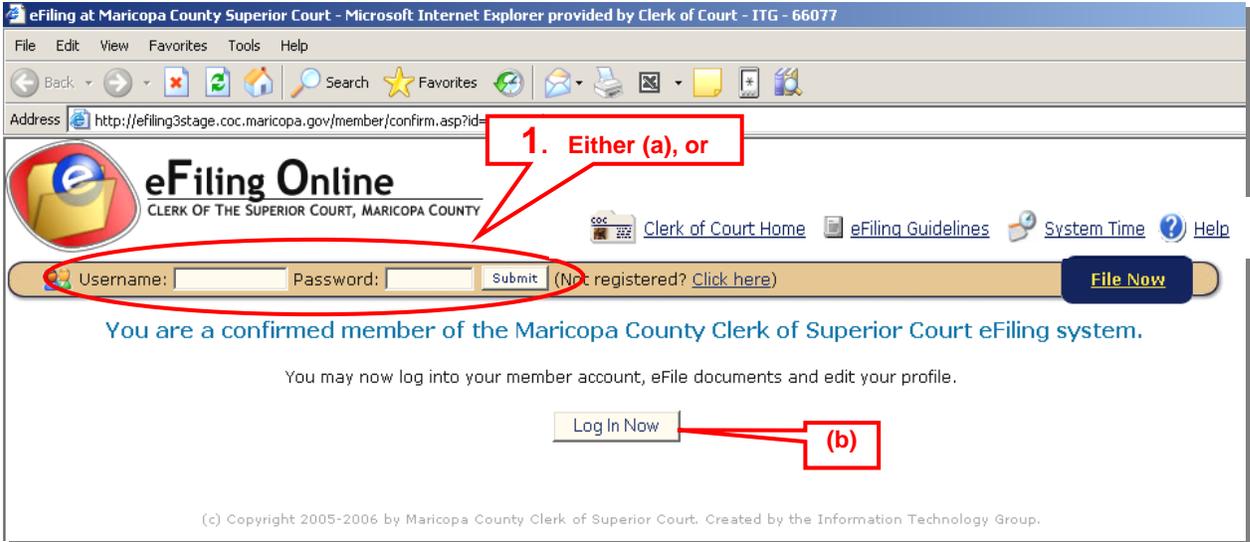


- Once you click the link contained in your registration confirmation e-mail, you'll be directed back to the eFiling application site and receive a confirmed user message on the screen.



2 Login

1. To begin eFiling , login in using one of the two methods: (a) enter your **Username** and **Password**, and click **Submit**, or (b) click on **Login Now**.
2. If you chose option (b), see the screen with the number **2.** below. From here, simply enter your **Username** and **Password**, then click the **Log Me In** button.



3 My eFiling Page

- When you login to the **eFiling Online** website, you will be directed to the **My eFiling** page.
1. The **My eFiling Page** provides the user a list of filings they submitted within the past seven days. The intent of the screen is to provide the user with a list of recent eFilings for immediate review. Filings on the page are grouped sequentially by the case number, and then chronologically by date / time within a case number.
 2. By clicking on the **Collapse All** button, the list of filings will collapse to only display the case number.
 3. By clicking on the **Expand All** button, the list of filings will display the filing details (Filing ID, date and time of filing, document(s) filed), for each filing under each case number.
 4. By clicking on a **Document Title**, a new window (Adobe Acrobat) will be launched to display the document that was filed.
 5. By clicking on a **Case Number** you will be launched into the filing process, described on page 7, and the case number will default to the case number on which you clicked. This provides a quick way to file a new document on a case number that already exists on the **My eFiling Page**.
 6. You may also access the **My eFiling Page** at any time by clicking on **My eFiling Page**.

The screenshot displays the eFiling Online interface for the Clerk of the Superior Court, Maricopa County. The page title is "My eFiling Page". The header includes the eFiling Online logo, the user's name "silberschlag!", and navigation links for "Logout", "My eFile Page", and "Edit My Profile". A "File Now" button is visible in the top right. The main content area shows "Past 7 Days Subsequent Case Filings" for two cases: CV2000-010049 and CV2000-021192. Each case listing includes a "Main document" link and a "Motion" link. The page also features "Expand All" and "Collapse All" buttons. Red callout boxes and arrows highlight specific features: 1 points to the document list, 2 to the "Expand All" button, 3 to the "Collapse All" button, 4 to a document title, 5 to a case number, and 6 to the "My eFiling Page" link in the header.

4 Edit User Profile *(if necessary)*

1. To edit your user profile and change your account information (i.e. e-mail address, password, etc.) go to the **My eFiling page** and click on the **Edit My Profile** link.



2. On the **Profile Editor** screen, change any information necessary and click on the **Update Profile** button at the bottom of the page.

- **Note:** To change your password re-enter it in the fields provided. If you do not wish to change your password, leave the password fields blank.

Welcome to the Profile Editor

* denotes required fields.

Username:	<input type="text" value="darrowc"/> *	<small>(Used to log in; up to 15 characters)</small>
New Password:	<input type="text"/>	<small>(Leave blank to keep old password)</small>
Confirm Password:	<input type="text"/>	
First Name:	<input type="text" value="Clarence"/> *	
Last Name:	<input type="text" value="Darrow"/> *	
Middle Name:	<input type="text"/>	
Email Address:	<input type="text" value="darrowc@cosc.maricopa.gov"/> *	
Role:	<input type="text" value="Legal Support Staff"/> *	<small>?</small>
Bar Number:	<input type="text"/>	
Bar Number State:	<input type="text" value="Select State"/>	
Firm/Agency Name:	<input type="text" value="Clerk of the Superior Court, Maricopa County"/> *	
Address:	<input type="text" value="201 W. Jefferson
CCB-2 AS-TRN"/> *	<small>(Maximum 300 characters)</small>
City:	<input type="text" value="Phoenix"/> *	
State:	<input type="text" value="AZ"/> *	
Zipcode:	<input type="text" value="85003"/> *	
Phone Number:	<input type="text" value="602-506-2171"/> *	

You may now submit this form.

This button will be available when you have completed the form.

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Submit an eFiling

- To begin the process of eFiling a document login to the web page and then,
 - click on the **File Now** button on the upper right hand corner of the screen,

or

 - click on a case number that already exists on your **My eFiling page** to file a document on this case number.

eFiling Online
CLERK OF THE SUPERIOR COURT, MARICOPA COUNTY

[Clerk of Court Home](#) [eFiling Guidelines](#) [System Time](#) [Help](#)

Welcome back, **silberschlag!** [Logout](#) | [My eFile Page](#) | [Edit My Profile](#) **File Now**

My eFiling Page

Click case number to file more documents on that number or click document type to view document.

Expand All **Collapse All**

Past 7 Days Subsequent Case Filings

- CV2000-010049**
 - Filing ID: 7515: 08/07/2006 11:05:40 AM
 - Main document - Motion:** Motion to Compel Defendant to Produce Accident Report
 - Filing ID: 7587: 08/09/2006 2:13:08 PM
 - Main document - Memorandum:** Memorandum and Request to Complete and Process an Electronic Filing
 - Filing ID: 7588: 08/09/2006 2:14:52 PM
 - Main document - Application:** Application to Restore my Civil Rights to E-File
 - Filing ID: 7589: 08/09/2006 2:16:37 PM
 - Main document - Notice:** Notice how easy it is to E-File
- CV2000-021192**
 - Filing ID: 7590: 08/09/2006 2:20:50 PM
 - Main document - Motion:** Motion to have Plaintiffs and Defendants E-file all Pleadings

There will be **two screens** used to complete the eFiling process; the first screen requests all the information about the filing. Notice the **Filing Instructions** on the right hand side of the web page; 1 through 9. This page contains the first of two screens.

Screen One of Two

1. Click here to learn format of entering a case number.

2. Authorizing Attorney: (Non- Pro Per Only)

3. Browse... (0 documents uploaded)

4. Drop down menu with filing type options.

5. This would typically be the title that appears to the right of the case caption on the actual document.

6. Complete Filing >>

Filing Instructions:
(these instructions disappear after your first document upload)

1. Enter Case Number and hit **Confirm Case**
2. Fill out the remaining case information
3. Select a file from your computer to upload
4. Select the filing type
5. Enter the document title
6. Hit **Upload Document** (see [estimated upload times](#))
7. Note the fee associated with this filing.
8. Repeat steps 3-6 until all your documents appear in this window
9. When finished, click on the **Complete Filing** button

Note: Those filings requiring a filing fee will be billed to the submitting attorney/party by the Clerk of the Court Case Unit.

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7. Complete Filing >>

8. Select Document: Browse... (1 document uploaded)

9. Only click this button when you are ready to proceed to the next screen; the final step to e-file the document(s).

Documents Uploaded to Attach to Filing

ApplicationtoRestore... Main Document | Remove

Document Title: Application to Restore my Civil Rights to E-file

Filing Type: Application

You may submit this filing.

10. Additionally, notice the **Remove** link. If you accidentally upload a document that you do not want to file; you can click the **Remove** link to “delete” that document from the filing.
11. There will also be an option titled, **Make Main** link (not shown here, but will be to the left of the **Remove** button). The first document uploaded is always defaulted to the **Main Document**, or the document containing the first page of the filing that will receive a file stamp (once it is accepted by the Clerk of the Court). If the first document you uploaded should not be the **Main Document**, you may click the **Make Main** link (not shown here) on the document that should be the main document, in order to make it the **Main Document**. The original main document will simply switch to a supporting document.

The screenshot shows the eFiling Online interface for the Clerk of the Superior Court, Maricopa County. The user is logged in as 'silberschlag!'. The 'Filing Information' section includes case details for CV2000-010049, authorized attorney nasha@cosc.maricopa.gov, and a filing fee of \$0. The 'Documents Uploaded to Attach to Filing' section shows one document: 'Application to Restore my Civil Rights to E-file'. A red callout labeled '10.' points to the 'Remove' link next to the document title. Another red callout labeled '11.' points to the 'Complete Filing >>' button at the bottom of the page. A text box next to the button says: 'Click this button when you are ready to proceed to the final step in the e-filing process.'

Screen Two of Two

1. If anything on this screen is incorrect, click on the **Cancel Filing** button, and start the filing process from the beginning.
2. If everything is correct, click on **Submit Filing** button.

The screenshot shows the 'Confirm Your Filing' screen. On the left, there is a text box: 'Please verify the filing information on the right. If you are sure you wish to file, click **Submit Filing** below. To discard and cancel this filing, click **Cancel Filing**.' Below this text are two buttons: 'Submit Filing' and 'Cancel Filing'. Red callouts labeled '2.' and '1.' point to these buttons respectively. On the right, there is a 'Filing Details' summary box containing the following information:

Filer's Information	Joe Silberschlag (silberschlag) Email: nasha@cosc.maricopa.gov
Firm Information	Clerk of the Superior Court, Maricopa County 201 W. Jefferson CCB-2 AS-TRN Phoenix, AZ 85003 Phone: 602-506-2171
Case Number	CV2000-010049
Case Summary	Case Information Not Available
Attorney Information	Bar No.:241241 - State: AZ -
Filing Fee	\$0

Below the details is a section for 'Documents Attached to Filing':

Document Title (click to view document)	Document Type
Application to Restore my Civil Rights to E-file	Application

At the bottom of the page, there is a copyright notice: '(c) Copyright 2005-2006 by Maricopa County Clerk of Superior Court. Created by the Information Technology Group.'

After you click the **Submit Button** you will see a page indicating **Filing Complete**. Remember, your filing has been received by the Clerk of Court eFiling system; it has not been reviewed by the clerk, and it has not been accepted / rejected. In other words, it is pending clerk review.

Notice that the **Filing ID #** appears on this page. You will use (reference) the **Filing ID #** in the event you need to discuss this filing with the Clerk's Office, Judicial Officer, or perhaps opposing counsel.

The **Filing ID #** will also appear in the e-mails that the Clerk of Court will send you upon receiving the filing, and accepting or rejecting the filing. The various e-mails that you will receive from the Clerk's Office will be discussed in the next section, Section 6.

Three options as to what you would like to do next appear on this page:

- Print a Copy of the Filing
- File Another Document
- Go to My eFiling Page

The screenshot shows a web browser window with the address <http://efiling3stage.coc.maricopa.gov/file/finalsubmit.asp?filingfee=0&caseno=CV2000-010049&barnumber=241241&barstate=AZ&baremail=silberschlagj@cosc.maricopa.gov&cmail=&agencyer>. The page header includes the eFiling Online logo and navigation links: Clerk of Court Home, eFiling Guidelines, System Time, and Help. A user greeting says "Welcome back, silberschlag!" with links for Logout, My eFile Page, and Edit My Profile, and a File Now button.

The main content area is titled "Filing Complete" and contains the following text:

Your filing has been submitted successfully to our system as **Filing ID #7515**.

A copy of this confirmation is being sent to silberschlagj@cosc.maricopa.gov.

We recommend you print a copy for your records.

Below this text, it asks "What would you like to do next?" and provides three buttons: "Print a Copy of this Filing", "File Another Document", and "Go to My eFiling Page".

Red annotations in the image highlight the "Filing ID #7515" and the three action buttons. A red box at the bottom of the screenshot contains the text: "Three options as to what you would like to do next."

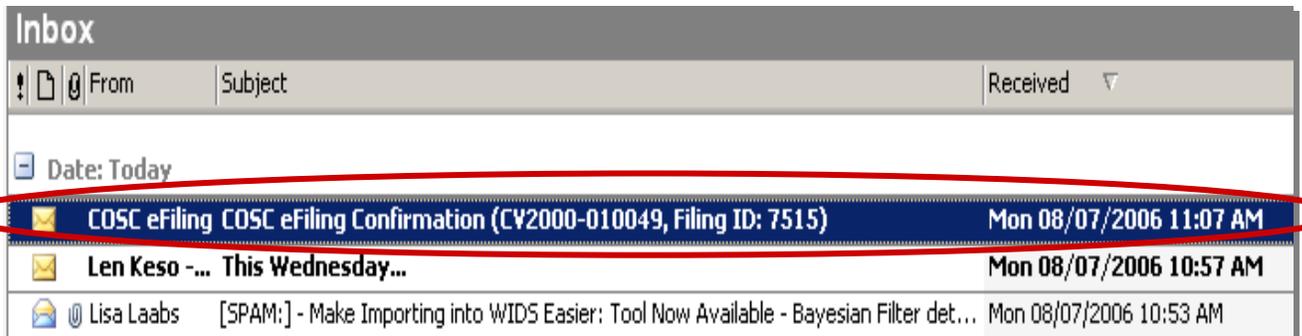
(c) Copyright 2005-2006 by [unreadable] Information Technology Group.

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eFiling E-mail Receipts

Received and Accepted / Rejected eFilings

- Once your eFiling has been submitted to the Maricopa County Clerk of Superior Court, you will receive a “**received e-mail.**” It will look like the following sample:



- Please remember that this e-mail indicates that your filing has been **received**; not **accepted**.

From: COSC eFiling [efiling@cosc.maricopa.gov]
 To: Joseph Silberschlag - COSCX
 Cc:
 Subject: COSC eFiling Confirmation (CV2000-010049, Filing ID: 7515)

The following eFiling has been **received** by the Maricopa County Clerk of Superior Court eFiling system:

Authorized Date: 08/07/2006 11:05:40 AM
Filing ID: 7515
Case Number: CV2000-010049
Filed By:
 Joe Silberschlag
 Clerk of the Superior Court, Maricopa County
 201 W. Jefferson CCB-2 AS-TRN
 Phoenix, AZ 85003
 602-506-2171 / silberschlagj@cosc.maricopa.gov
Authorizing Attorney:
 241241 (AZ)
silberschlagj@cosc.maricopa.gov

Filing Copied To:**Document(s) Filed:**

10917. Title: Motion to Compel Defendant to Produce Accident Report / Type: Motion

Filing Fee: \$0

Should you have any questions about your filing, please contact us:

Clerk of Court Address

201 West Jefferson
 Phoenix, Arizona 85003

eFiling Support Phone: 602-506-2565

Clerk of Court Web Site

<http://clerkofcourt.maricopa.gov>

“Accepted” eFiling e-mail

- Once your eFiling has been **accepted** by the Maricopa County Clerk of Superior Court through the clerk review process, you will receive an **accepted e-mail**. It will look like the following sample:

From: COSC eFiling [efiling@cosc.maricopa.gov]
To: Joseph Silberschlag - COSCX
Cc: eFiling
Subject: COSC eFiling TEST Accepted (CV2000-010049, Filing ID: 7515)

The following eFiling has been Accepted by the Maricopa County Clerk of Superior Court eFiling system.

Filing Date: 08/07/2006 11:05:40 AM
Filing ID: 7515
Case Number: CV2000-010049
Filed By:
Joe Silberschlag
Clerk of the Superior Court, Maricopa County
201 W. Jefferson CCB-2 AS-TRN
Phoenix, AZ 85003
602-506-2171 / silberschlagj@cosc.maricopa.gov
Authorizing Attorney:
241241 (AZ)
silberschlagj@cosc.maricopa.gov

Document(s) Filed:
1. Title: ~~Motion to Compel Defendant to Produce Accident Report~~ / Type: Motion
Document Status: Accepted

Should you have any questions about your filing, please contact us:

Clerk of Court Address
201 West Jefferson
Phoenix, Arizona 85003

eFiling Support Phone: 602-506-2565

Clerk of Court Web Site
<http://clerkofcourt.maricopa.gov>

“Rejected” eFiling e-mail

- If the filing has been **rejected**, the Subject line in the e-mail will indicate “Rejected.” The first line in the e-mail will state, “**The following eFiling has been Rejected by the Maricopa County Clerk of Superior Court eFiling system.**” It will also state in the body of the e-mail the reason why the e-mail has been rejected. It will look like the following sample:

(STAGE) COSC eFiling Rejected (CV2005-654321, Filing ID: 8122) - Message (HTML)

File Edit View Insert Format Tools Actions Help

Reply Reply to All Forward

From: COSC eFiling [efiling@cosc.maricopa.gov]
 To: Joseph Silberschlag - COSCX
 Cc: eFiling
 Subject: (STAGE) COSC eFiling Rejected (CV2005-654321, Filing ID: 8122)

The following eFiling has been **Rejected** by the Maricopa County Clerk of Superior Court eFiling system.

Filing ID: 8122
Case Number: CV2005-654321
Filed By:
 Joe Silberschlag
 Clerk of the Superior Court, Maricopa County
 201 W. Jefferson CCB-2 AS-TRN
 Phoenix, AZ 85003
 602-506-2171 / silberschlagj@cosc.maricopa.gov

Authorizing Attorney:
 241241 (AZ)
nasha@cosc.maricopa.gov

Document(s) Filed:
 1. Title: Motion to Compel Defendant to Produce Accident Report / Type: Motion
Document Status: Rejected

Clerk Comments: Wrong case number. Document is not signed as required by ARCP 11. From Administrative Order 2005-091: ".To ensure t electronically filed document will bear the printed name of the filing participant preceded by the symbol "/s/\".\" OR scan the signed document

Should you have any questions about your filing, please contact us:

Clerk of Court Address
 201 West Jefferson
 Phoenix, Arizona 85003

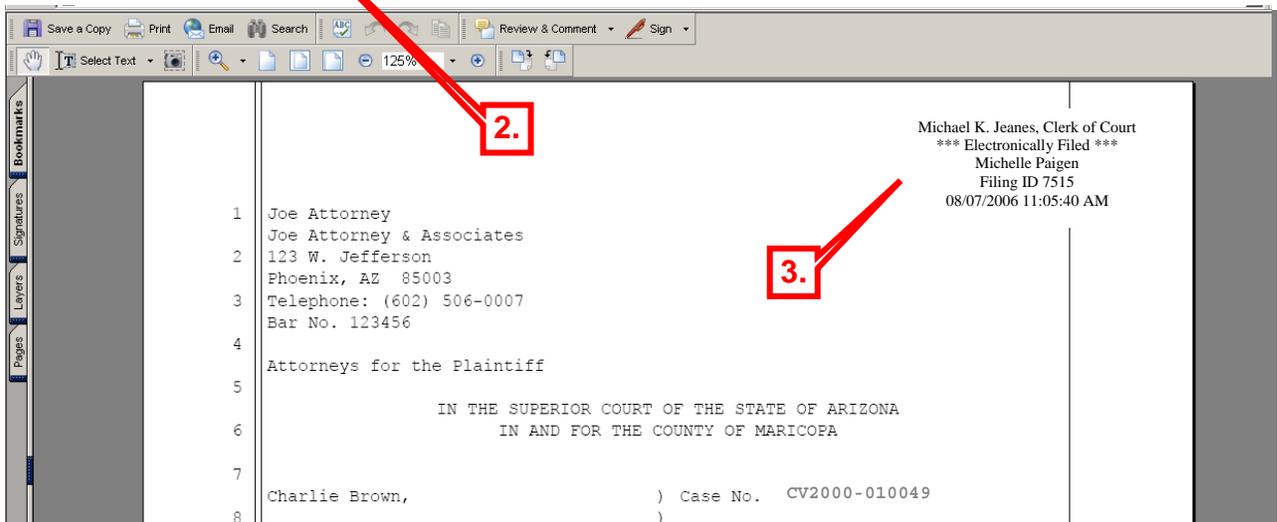
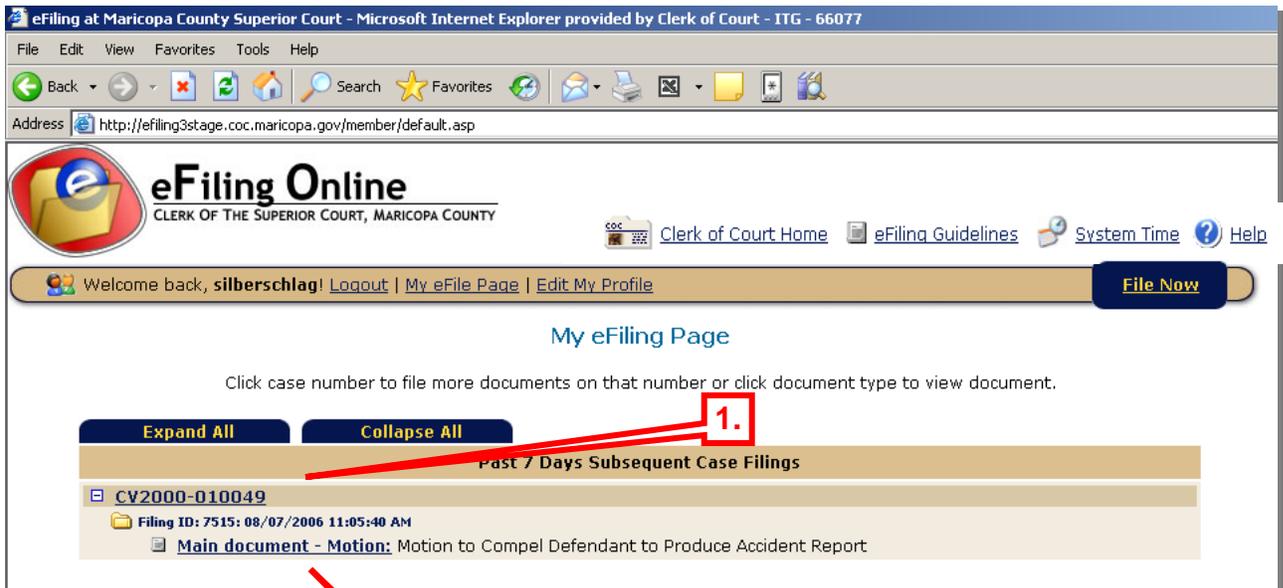
eFiling Support Phone: 602-506-2565

Clerk of Court Web Site
<http://clerkofcourt.maricopa.gov>

7

Monitor "My eFiling Page"

1. When you return to **My eFiling Page**, the filing that you submitted will be displayed, with the **Filing ID #, date, and time** that the document was filed.
2. You can click on the document to open and view the document (filing). The document will open in Adobe Acrobat.
3. When the filing has gone through the clerk review process, and has been **accepted** by the Clerk of Court, you will be able to view the Clerk's file stamp in the top right hand corner upon opening the document. A good time to check for the file stamp is after you have received the "accepted" e-mail on a particular filing. Once the filing is accepted, an electronic copy will be sent to the judge.



- This completes the step by step instructions related to Civil eFiling in designated cases with the Clerk of the Superior Court, Maricopa County.
- Remember to Logout of the system when you have finished using the website.

8

Signature Page

RESPECTFULLY SUBMITTED this 30th day of April, 2007

MARICOPA COUNTY PUBLIC DEFENDER

By: /s/Alfred Guinness

ALFRED GUINNESS
Deputy Public Defender

Copy of the foregoing
delivered this 30th day of
April, 2007 to:

HON. WILLIAM BLACKSTONE
Judge of the Superior Court
Central Court Building
201 W. Jefferson Street
Phoenix, AZ 85003

JOHN COURAGE
Deputy County Attorney
301 W. Jefferson Street
Phoenix, AZ 85003

By: /s/Alfred Guinness

ALFRED GUINNESS
Deputy Public Defender

Note:

If you are signing a document for another attorney, for instance, if you are **Alfred Guinness** signing for **Samuel Adams**, this is how the signature line should appear:

By: /s/Alfred Guinness on behalf of Samuel Adams

ALFRED GUINNESS on behalf of SAMUEL ADAMS

9

eFiling – Things you need to know

eFiling – Things You Need to Know

eFiling is available for Civil cases that have been designated for mandatory eFiling by Order of the Court, and for Family Court and Criminal cases where the case is assigned to a participating eFiling division. If your case is eligible for eFiling in either the Civil, Criminal or Family Court case types, and you are actively participating in eFiling, here is a list of things you NEED TO KNOW about eFiling with the Clerk of the Superior Court in Maricopa County.

- Be sure that the Clerk of the Court has an accurate record of the “Primary Attorney” on your case. You can view case information by looking the case up in the iCIS application, or online by going to the Case History web site at: <http://www.superiorcourt.maricopa.gov/Docket/>
- Please review the eFiling Guidelines established by Administrative Order 2007-140, available at this web address: <https://efiling.clerkofcourt.maricopa.gov/eFilingGuidelines>
- Initial complaints, service documents, or answers may not be eFiled. Only subsequent documents on in eligible eFiling cases may be eFiled (i.e. Notices, Motions, Responses, Replies, etc...)
- eFile only one “Main” document per filing ID transaction. The first document in each Filing ID is the “Main” document and will receive the “FILED” stamp (if accepted) and determines how the document will be recorded on the Court’s docket.
- Submit exhibits or other documents you want attached (or “stapled”) to the main document as a supporting document within the same Filing ID. Supporting documents will not have a “FILED” stamp and do not generate a separate record in the Court’s docket.
- Submit Proposed Orders under the same filing ID as their respective motion. It is highly encouraged that Proposed Orders be submitted in an editable format. Microsoft Word is the most desirable.
- You do not need to provide the judicial division a copy of the filing unless specifically instructed by that division. The eFiling system will automatically route a copy of the filing to assigned judicial division once your filing has been accepted (filed).
- eFilings will not be printed and placed in the hard copy case file. Therefore, it is important to know that when viewing the hard copy case file it is possible eFilings exist. Please consult the electronic court record, via the available computer kiosks at the Court’s Customer Service Center (601 W. Jackson Ave.) to make sure you have seen all filings on the case.
- When viewing the docket using the computer kiosks at the Court’s Customer Service Center, documents that had been eFiled, will be marked with a paper document icon with a red “E” on it. This is an indication to the user that the document will not exist as paper in the hard copy case file.
- Free training on how to eFile using the Clerk of Court eFiling website is available. Please use the following web address to access upcoming training dates, time, location, and free parking: <http://www.clerkofcourt.maricopa.gov/news/CV%20E-File%20Dates-Map.pdf>

eFile Support	Contact
 Hours: Monday – Friday 7:00 am – 6:00 pm	
 Phone	602-506-2565
 Email	efilesupport@cosc.maricopa.gov

Visit us on the web at <http://www.clerkofcourt.maricopa.gov>.

Visit <https://efiling.clerkofcourt.maricopa.gov/eFilingGuidelines> for the eFiling Guidelines.

Visit <http://www.azleg.state.az.us/> to review Arizona Revised Statutes.

Visit <http://www.supreme.state.az.us/rules/> to review local rules of procedure.

Acknowledgements

We would like to thank Susie Graham, Public Defender’s Office for sharing training materials in the design of this user’s manual.

IT IS FURTHER ORDERED that agreement between the Presiding Judge and the Clerk shall occur before changes shall occur to the eFiling Guidelines.

IT IS FURTHER ORDERED that Administrative Order 2005-066, and 2005-091 are rescinded, and all guidelines related to electronic filing will now be addressed in the eFiling Guidelines established by the Order. The eFiling Guidelines shall be available for download at any time via the Superior Court web site, and/or via the Clerk of the Superior Court's eFiling web site. A direct link to the eFiling Guidelines is available here: <https://efiling.clerkofcourt.maricopa.gov/eFilingGuidelines/>

Dated this 25th day of October, 2007

Barbara Rodriguez Mundell
Presiding Judge

Original: Clerk of Superior Court

Copies: Departmental Presiding Judges
Hon. Michael K. Jeanes, Clerk of Superior Court
Marcus Reinkensmeyer, Judicial Branch Administrator
Phil Knox, General Jurisdiction Court Administrator
Karen Westover, Deputy Court Administrator

Note: Administrative Order 2007-140 was filed with the Clerk of the Superior Court on October 26, 2007 at 9:00 am.