E-filing in Pima County Superior Court

Civil Initiating and Subsequent Filings



Agenda

- Overview of AZTurboCourt
- Administrative Order Summary
- Summary of Pima County Application
- Payment Processes
- Registration in AZTurboCourt
- AZTurboCourt Demo
- Q&A

The Big Picture

Web-based application

 Planning in progress to allow E-filing in all case types and all Arizona courts (except federal)

Statewide access; one registration

Increased efficiency (for filers and courts)

Form Set Number

- Generated by AZTurboCourt to track submissions
- Enables quick reference for filers and customer support
- Select List My Forms to view all form set numbers.



Where is AZTurboCourt available?

- Maricopa County Superior Court
 - Civil Subsequent filings
 - Tax Cases
- Court of Appeals Division One
- Arizona Supreme Court
- Justice Courts (print forms)
 - All Justice Courts except Yavapai
- Coconino County Superior Court (print forms)
 - Family Law

And now Pima County Superior Court!

Acceptable Document Types

- Pima County, Court of Appeals Division One, Arizona Supreme Court
 - PDF (lead/supporting documents)
 - DOCX (lead/supporting documents, proposed orders)
 - ODT (lead/supporting documents, proposed orders)
- Maricopa County
 - PDF (lead/supporting documents)
 - Proposed Orders ONLY .DOC and .DOCX

Fee Associated with Delivery

- 4.5% of the filing fee is applied as an application fee when submitting a case initiation form set (\$11.00)
- \$6.00 application fee applies for each subsequent attached
- \$2.00 application fee for stand-alone proposed orders
- \$6.00 per form set if you choose to use the e-service functionality
- These funds will:
 - Support electronic filing and document access services offered by AZTurboCourt
 - Enable system enhancements to be made over time
 - Enable expansion to other courts and additional case types
 - Maintain Help Desk Customer Support for AZTurboCourt users

Pima County Enhancements

- Case initiation
- System generated documents:
 - Civil Cover Sheet
 - Summons (issued)
 - Subpoena (issued)
 - Certificate of Compulsory Arbitration (file stamped)
 - Notice of Provisional Remedy (issued) Case initiation
- Ability to attach multiple documents
- Judge Action Indicator
- Party Matching
- .DOCX, PDF, ODT document formats



Administrative Order Overview

- Dates
- Exceptions
- Fees
- Electronic Signatures
- Date and Time of File Stamp
- Copy for the Court
- Interruption of Service



Filer



AZTurboCourt

AZTurboCourt

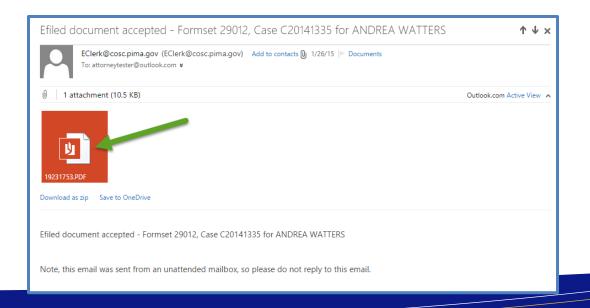
Judge Review

Clerk Review

Court Case Management System

How do I know when my Proposed Order has been signed?





Financial Processing

- Pay online via PayPal today
- Reconciliation of AZTurboCourt to PayPal
- Reconciliation of PayPal to Credit Card or Bank Statement
- May take up to 3 days to verify initial payment setup
- Visit azcourts.gov/azturbocourtinformation for financial processing instructions

Decisions to Make

- One PayPal account or multiple PayPal accounts?
 - One easier for billing/reconciling
 - Multiple segregate access to specific cards or accounts
- Which email to associate PayPal Account to?
 - Emails generated for each payment and go to this account
 - Consider a centralized email that multiple people can access
- Associate PayPal with a credit card or with a bank account

AZTurboCourt Registration*

*If you have previously registered in AZTurboCourt you will not have to register again.

Administrative User Registration

- First person to register
- Adds other users
 - Designates Administrative or Basic
- Input firm information
 - Email address = default email (courtesy notifications)
- Usernames must be unique
 - Password = case sensitive
 - Login name = not case sensitive

Administrative User	Basic User
View all form sets created by all users associated with the firm	View only form sets created by this user account
Create new users	N/A
Inactivate users in the system	N/A
Change user access level	N/A
Change user passwords	Change own password
Edit firm account information	N/A
Change profile information for all users (individually)	Change profile information related to this user account
Change email preference only for this admin user account	Change email preference

AZTurboCourt E-filing Demonstration



Person/Attorney Filing: John Doe
Mailing Address: 1212 CAMPBELL AVE STE 101
City, State, Zip Code: TLICSON, AZ 12345
Phone Number: [555]555555
[] Representing Self, Without an Attorney
(If Attorney) State Bar Number: 333008, Issuing State: AZ
Attorney E-Mail Address: johndoe@noemail.com

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA IN AND FOR THE COUNTY OF PIMA

THE-PENGUIN AKA OSWALD-COBBLEPOT-THE-PENG, et al. Plaintiff(s).

Case No. C20153049

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SUMMONS

DEEP FREEZERS OF MR FREEZE CRYOGENICS LABS FOR HUMAN HON. JEFFREY T. BERGIN CRYOGENICS OF THE FUTURE GOTHAM, et al. Defendant(s).

To; DEEP FREEZERS OF MR FREEZE CRYOGENICS LABS FOR HUMAN CRYOGENICS OF THE FUTURE GOTHA

WARNING: THIS AN OFFICIAL DOCUMENT FROM THE COURT THAT AFFECTS YOUR RIGHTS. READ THIS SUMMONS CAREFULLY. IF YOU DO NOT UNDERSTAND IT, CONTACT AN ATTORNEY FOR LEGAL ADVICE.

- A lawsuit has been filed against you. A copy of the lawsuit and other related court paperwork has been served on you with this Summons.
- 2. If you do not want a judgment taken against you without your input, you must file an Answer in writing with the Court, and you must pay the required filing fee. To file your Answer, take or send the papers to Office of the Clerk of the Superior Court, 110 West Congress Street, Tucson,

Arizona 85701 or electronically file your Answer through AZTurboCourt at www.azturbocourt.gov.

Mail a copy of the Answer to the other party, the Plaintiff, at the address listed on the top of this Summons.

Note: If you do not file electronically you will not have electronic access to the documents in this case.

3. If this Summons and the other court papers were served on you within the State of Arizona, your Answer must be filed within TWENTY (20) CALENDAR DAYS from the date of service, not counting the day of service. If the papers were served on you outside the State of Arizona, your Answer must be filed within THIRTY (30) CALENDAR DAYS, not counting the day of service.

Requests for reasonable accommodations for persons with disabilities must be made to the court by parties at least 3 working days in advance of a scheduled court proceeding.

GIVEN under my hand and the Seal of the Superior Court of the State of Arizona in and for the County of Pima August 19, 2015

Ionn Roe

Clerk of the Superior Court

By: Jonn Poe

Deputy Clerk



02/18/2010 CAC

Person/Attorney Filing: JOSEPHINE BELKIN
Mailing Address: 123 Main street #2
City, State, Zip Code: Tucson, AZ 85701
Phone Number: (555) 555-5555

[] Representing Self, Without an Attorney
(If Attorney) State Bar Number: 123456
Attorney E-Mail Address: Johndoe@noemail.com

FIELD JOHN POE CLERK, SUPERIOR COURT 11/03/2015 12:21:33 PM

BY: JOHN DOE DEPUTY

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA IN AND FOR THE COUNTY OF PIMA

LARA LEE VS. ALLEGRO

Case Number C20153051

CONTROVERTING CERTIFICATE OF COMPULSORY ARBITRATION

I certify that I am aware of the dollar limits and any other limitations set forth by the Local Rules of Practice for the Pima County Superior Court, and I further certify that I do controvert or dispute plaintiff's Certificate of Compulsory Arbitration in which plaintiff states that this case IS NOT subject to compulsory arbitration, as provided by Rules 72 through 77 of the Arizona Rules of Civil Procedure.

I dispute the Certificate of Compulsory Arbitration for the following reasons: Defendant's counterclaim exceeds compulsory arbitration limits.

RESPECTFULLY SUBMITTED this November 03, 2015

By: ______Attorney name/Person Filing

AZturboCourt.gov Form Se

Related Websites

www.turbocourt.com

www.azcourts.gov/azturbocourtinformation

- www.paypal.com/101
 - 1-877-672-9725 Customer Service

Customer Support

Available Mon-Fri 7:00am-6:00pm 1-800-720-7743

support@courts.az.gov



Questions?

