

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF LA PAZ**

In Re the Matter of:

ELECTRONIC FILING

**ADMINISTRATIVE ORDER
NO. S1500AO-202200003**

The Arizona Supreme Court issued Administrative Order Number 2022-34, terminating other orders related to the COVID-19 public health emergency and returning Arizona courts to normal operations, while encouraging the continued use of technological and resource innovations used during the pandemic to promote participation in, and minimize the costs of, court proceedings.

Therefore, pursuant to the authority granted to this Court by Arizona Supreme Court Administrative Order Number 2022-34,

IT IS ORDERED that the continued use of technological and resource innovations established during the COVID-19 public health emergency for **electronic filing of documents in the La Paz County Superior Court** shall continue as set forth below:

1. The electronic filing of all documents in the La Paz County Superior Court in cases **not subject to alternative mandatory electronic filing rules** established by the Arizona Supreme Court shall be done through email at the address set forth below and shall be considered the official original record.

lapaztransmittals@courts.az.gov

2. All documents shall be formatted in compliance with the Arizona Rules of Procedure applicable to the case type, shall be legible and shall be in an unlocked .pdf format. Documents must have a signature or an electronic signature (/s/) affixed to the signature line of the document.

3. All proposed orders submitted shall be in .docx format.

4. Documents may not be larger than 9.5 MB.

5. The electronically submitted document shall be deemed filed on the date and time

it is accepted by the Clerk of the Superior Court as reflected by the applied digital file stamp. Once electronically filed, the Clerk shall email a conformed copy to the party who initially emailed the document.

6. The filing party is responsible for the distribution of each electronically filed pleading to the other respective parties.

7. The Clerk's office shall have the authority to reject electronically submitted documents and require paper filing when necessary.

8. Parties who do not have access to means for electronic filing may file documents in person at the Clerk's office or by mail.

10. Prior to the end of 2022, the La Paz County Justice and Municipal Courts should establish policies and procedures for the electronic filing of documents in each of their respective courts for cases **not subject to alternative mandatory electronic filing rules** established by the Arizona Supreme Court.

DATED this 27th day of April, 2022.



eSigned by QUICKLE, JESSICA L 04/27/2022 15:14:57 dCFii76W

**Jessica L. Quickle, Presiding Judge
La Paz County Superior Court**

Original: Clerk of the Superior Court

Copies: Adult and Juvenile Probation
Justices of the Peace
Town Magistrate Judges
La Paz County Attorney
La Paz County Public Defender
La Paz County Contract Attorneys
La Paz County Public Fiduciary
Attorney General for DCS and DES
Dave Byers, Administrative Office of the Courts