LA PAZ COUNTY
SUPERIOR COURT CLERK
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IN THE SUPERIOR COURT OF THE STATE OF ARIZONA

IN AND FOR THE COUNTY OF LA PAZ

IN THE MATTER OF THE PROBATE INFORMATION FORM REQUIRED PURSUANT TO ARIZONA RULES OF PROBATE PROCEDURE	**ADMINISTRATIVE ORDER NO. 2009-002**

S1500AO200900002

Rule 6 of the Arizona Rules of Probate Procedure requires the person filing a petition or application requesting the appointment of a guardian, conservator, or personal representative to file a confidential Probate Information Form that contains sensitive information related to nominated fiduciaries, incapacitated or protected persons, or decedents. The prescribed procedure in Probate Rule 7(C) using sealed envelopes for processing and maintaining these forms in paper hinders judicial economy and efficiency.

It appearing there is good cause for a clarification of Probate Rule 7(C), as it relates to the Probate Information Form only,

IT IS ORDERED that the Probate Information Form shall not be placed in a sealed envelope before filing with the Clerk of the Superior Court and the Clerk shall process the Probate Information Form in an electronic manner consistent with sensitive data forms required in other case types. These forms shall be available electronically to judicial officers and other court staff as authorized by the Presiding Probate Judge.

IT IS FURTHER ORDERED Probation Information Forms placed into envelopes between January 1, 2009 and the file date of this order shall be unsealed and processed in an electronic manner consistent with sensitive data forms required in other case types. These forms shall be available electronically to judicial officers and other court staff as authorized by the Presiding Probate Judge.

IT IS FURTHER ORDERED Probate Information Forms filed in Probate cases prior to the January 1, 2009 effective date of the Arizona Rules of Probate Procedure shall be deemed confidential and maintained and accessible in the same manner as prescribed by this Administrative Order.

DATED this 31 of March, 2009.

Honorable Michael J. Burke, Presiding Judge
La Paz County Superior Court

SCANNED