

By Michael K. Jeanes, Clerk of the Superior Court

Filing fee website updated and tips for filing faster

The Clerk's office has added more detail to its filing fee web page. Long-time practitioners and first-time filers alike often question why fees vary from county to county. The updated fee page lists the total filing fee of the most commonly filed documents and has links to pages showing a breakdown of the individual fees included within the total.

State statute authorizes the Arizona Supreme Court to increase the base statutory filing fees using a Consumer Price Index formula. Administrative Orders amend the Arizona Code of Judicial Administration (ACJA) to implement the fee changes. In addition, statute authorizes each county to approve local fees after a public hearing. Maricopa County has done this in the past to improve several court functions, such as automation and electronic document management. Many of the fee listings the Clerk's office updated include citations to the statute or other authority that apply to the fees within the total filing fee. To view the revised web page and update your bookmark for the filing fees in the Superior Court in Maricopa County, go to <http://www.clerkofcourt.maricopa.gov/fees.asp>.

When possible, the Clerk's office posts an updated list of fee changes before they take effect. The website states the effective dates and changes are announced in the Clerk's monthly e-newsletter, *The Brief*. The Clerk also posts this information through the office's social media sites on Facebook and Twitter. AZTurboCourt is expanding throughout the state as one portal for electronic filing, and the AZTurboCourt website maintains fees specific to its system.

When filing paper at one of the Clerk's file counters, bring the documents pre-sorted by filings that require a fee and those that do not. Sorting documents is one way to improve the customer experience and to reduce wait times at any hour of the day. Typically, Clerk staff first handle filings that require processing a fee through the cash management system. It is best to file documents in the mornings and early afternoons, particularly for civil cases. All file counter lines close at 5:00 p.m. and customers who are still in line are directed to the night depository boxes to complete their filings.

Parties, attorneys, runner services and process servers can date-stamp and deposit their documents for filing at several internal filing boxes during regular business hours, or at night depository boxes, available 24 hours per day at Clerk's offices around the Valley. If filing fees apply, securely fasten the payment to the papers. For more detail about depository boxes, see the Clerk's website at http://www.clerkofcourt.maricopa.gov/alternative_filing.asp.