

THE

BRIEF

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An electronic update for the legal community providing a brief look at news in the Clerk of the Superior Court's Office



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Michael K. Jeanes,
Clerk of the Superior Court

Minute Entry Notice

In a continuing effort to follow the Supreme Court's directive to create efficiencies and move toward electronic business, beginning October 1, 2009, the Clerk's Office will distribute all minute entries for both adult and juvenile cases to attorneys via email. Minute entries will continue to be distributed via first class mail for the first 15 days following implementation only. Minute entries on sealed cases and notices from Court Administration will be the only minute entries that continue to be sent via first class mail to attorneys. To register for electronic distribution of minute entries, complete and submit the form online or print the form and fax it back to the Clerk's Office: <http://www.clerkofcourt.maricopa.gov/forms.asp>.

First eAppeal Successful

Clerk of the Court Michael Jeanes successfully submitted the first electronic transmission of a record on appeal from the Superior Court in Maricopa County to Division One of Arizona's Court of Appeals on August 27. The first case transferred electronically was a Probate case with 257 documents. The next day, the records on appeal for four Family Court cases were filed electronically with the Court of Appeals. Established by Administrative Order 2009-80, eAppeals are part of a pilot project between the Clerk of the Superior Court in Maricopa County and the Court of Appeals, Division One.

ECR Online

The Electronic Court Record Online (ECR Online) is a method for attorneys to view the images of all the public records filed in an attorney's cases without having to visit the Clerk's records centers. Unlike the federal PACER system, ECR Online allows attorneys free remote access to view, print or save documents in those cases where the attorney is identified as the attorney of record in the Clerk's database. Access is limited to attorneys, but extends to cases where other attorneys in the same firm are the attorney of record. The images of public records dating back to 2002 are available remotely on the internet via the ECR Online. Juvenile records, confidential documents and sealed records are not available remotely. To register for electronic access to court records, go to <https://ecr.clerkofcourt.maricopa.gov/login.aspx>. Please allow 48 hours after registering before adding to your list of viewable cases.

eFiling Notarized Documents

A conventionally notarized document can be electronically filed using the following process: A document must be notarized in the standard "sign and stamp" process on paper. That paper can then be scanned into a PDF or other image format (.jpg, .tif, etc.) and eFiled in the Superior Court as a supporting document to a main document (Motion, Notice, Statement of Facts, etc.). The paper process of stamping or crimping the notary's seal onto paper and applying an ink signature must occur first, followed by scanning the paper into an image file before filing that document electronically with the Clerk's Office.