

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

CV 2023-017285

01/12/2024

HONORABLE JENNIFER RYAN-TOUHILL

CLERK OF THE COURT  
A. Meza  
Deputy

LAS BRISAS COMMUNITY ASSOCIATION

JOHN HALK

v.

MARIO MERCADO II, et al.

MARIO MERCADO II  
4056 S 185TH LN  
GOODYEAR AZ 85338

FANY REYES MERCADO  
4056 S 185TH LN  
GOODYEAR AZ 85338  
JUDGE RYAN-TOUHILL

MINUTE ENTRY

Before the Court is Defendant Mario Mercado II's January 2, 2024, request to "*File an extension to respond to the court*".

**IT IS ORDERED** granting Defendant Mario Mercado II's request. Defendant Mario Mercado II shall have until February 16, 2024, to file an Answer to Plaintiff's Complaint.

**ATTENTION SELF-REPRESENTED LITIGANTS:** Unless an attorney files a notice that he or she represents a party, the person(s) not represented by an attorney will act as his or her own attorney. **The law requires the Court to hold all persons representing themselves to the same standard as a licensed attorney.** Self-represented litigants are encouraged to review the Arizona Rules of Civil Procedure, paying particular attention to Rule 26. Please note that **only a licensed attorney may represent a corporation, LLC, or similar business entity in the Superior Court.** Ramada Inns v. Lane & Bird Advertising, 102 Ariz. 127, 426 P.2d 395 (1967).

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Before the judge can consider anything you send him, you must show him that you have given a copy of your request:

1. To the Clerk of the Court. The Clerk of the Court is a separately elected official. It is the clerk's job to keep an independent record of everything that happens at the court. The Court cannot act on a document that has not been made a part of that record; and
2. To every other party involved in the case. This is so all parties have a fair chance to tell the judge what they think before he makes a decision.

Because of that, if you want the judge to consider something you send him, you must file the original document with the Clerk of the Superior Court, mail or deliver a copy directly to this division (that is, to the judge, using his specific courtroom address), and mail or deliver a copy to all opposing parties. In addition, on each document you must include a signed certificate that says whether you mailed or hand delivered each copy, when you did so, and states the specific people and the specific addresses to which you mailed or hand delivered each copy. If a party is represented by a lawyer, you must send or deliver the copy to the lawyer, not to the party. All proposed orders submitted to this division must include copies of the order with self-addressed, stamped envelopes for all parties/counsel.

Do not mail or send papers for the clerk or other parties to the judge.

If you want to file papers with the Clerk of the Court by mail, please send them to:

Clerk of the Superior Court's Office  
Civil File Counter  
201 W. Jefferson  
Phoenix, AZ 85003

The clerk's guidelines for filing by mail can be found at:

<http://www.clerkofcourt.maricopa.gov/filing-by-mail.asp>

If you are not represented by a lawyer, you must keep the Court updated regarding your current address and telephone number. If your address or phone number changes at any time, you must file a notice of change of address/phone number with the Clerk of Court. That form can be downloaded at no charge from the following website:

<http://www.superiorcourt.maricopa.gov/SuperiorCourt/LawLibraryResourceCenter/>

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MARICOPA COUNTY

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Or you may purchase printed forms at any of the following Superior Court Law Library Resource Center locations (Monday-Friday, 8:00 a.m. to 5:00 p.m.):

**Downtown Phoenix Facility**

East Court Building  
101 W. Jefferson St.  
Phoenix, AZ 85003-2243

**Southeast Facility**

222 E. Javelina Ave.  
Mesa, AZ 85210-6201

**Northeast Court Facility**

18380 N. 40th Street  
Phoenix, AZ 85032

**Northwest Regional Center**

14264 W. Tierra Buena Lane  
Surprise, AZ 85374