

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

CV 2020-008824

02/22/2021

HONORABLE SALLY SCHNEIDER DUNCAN

CLERK OF THE COURT  
R. Sheppard  
Deputy

ARROWHEAD LAKES HOMEOWNERS  
ASSOCIATION INC

PHILIP N BROWN

v.

MARK JACOB REBILAS

COMM. POPHAM  
JUDGE DUNCAN

**ORDER ENTERED BY COURT**

This division has received Plaintiff's e-filed Application/Affidavit for Entry of Default against **Defendant(s), Mark Jacob Rebilas** in the above-captioned case.

**IT IS ORDERED** that no action will be taken by this division on the above referenced document(s).

The parties are advised that commissioners handle Rule 55(b) Default Judgment proceedings and that the default proceedings in this matter are to be heard by **Commissioner Popham**.

**IT IS FURTHER ORDERED** that all documents necessary to support the entry of a default judgment must be e-filed.

Pursuant to the Maricopa County eFiling Guidelines, section 2.09, attorneys shall electronically file all the documents required to request a default judgment, such as the Application for Entry of Default, Motion for Entry of Default Judgment, Sum Certain Affidavit, and Application for Attorneys' Fees when appropriate and Statement of Costs, but shall submit a

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default judgment packet required by the Court, including the documents identified on the default judgment packet coversheet in paper to the assigned commissioner's division. A commissioner will not act upon a Motion for Entry of Default Judgment until the default judgment packet with all the required documents has been received by the division in paper form.

The parties/counsel can find additional information in the form of frequently asked questions at:

<http://www.superiorcourt.maricopa.gov/SuperiorCourt/CivilDepartment/howDoI.asp>

The parties/counsel can find additional information regarding the default judgment process at:

[https://superiorcourt.maricopa.gov/llrc/cv\\_cvc6/](https://superiorcourt.maricopa.gov/llrc/cv_cvc6/)

**The Court will not consider any email communication unless all parties and/or counsel and both members of the Court's staff are copied. All email communication between the Court and the parties and/or counsel are filed into the record. The Judicial Assistant, Chrystal Castro can be reached at [Chrystal.Castro@JBAZMC.Maricopa.Gov](mailto:Chrystal.Castro@JBAZMC.Maricopa.Gov) and the Courtroom Assistant, Alicia Arreola can be reached at [Alicia.Arreola@JBAZMC.Maricopa.Gov](mailto:Alicia.Arreola@JBAZMC.Maricopa.Gov).**

ALERT: Because of COVID-19, Arizona Supreme Court Administrative Order 2020-79 requires everyone entering a court facility to wear a mask or face covering at all times. With limited exceptions, the court will not provide masks or face coverings. Therefore, anyone entering the court facility must have an appropriate mask or face covering. Court security will deny entry to anyone who refuses to wear a mask or face covering. Everyone entering a court facility will be subject to a health screening, as well. Court security will deny entry to anyone who does not pass the health screening.