

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

CV 2006-017259

03/14/2007

HONORABLE KENNETH L. FIELDS

CLERK OF THE COURT  
L. Firriello  
Deputy

MEL MILLSAP, et al.

JONATHAN A DESSAULES

v.

VENTANA LAKES PROPERTY OWNERS  
ASSOCIATION

COURT ADMIN-CIVIL-ARB DESK  
DEPUTY CT ADMINISTRATOR,  
COURTWIDE SERVICES  
DOCKET-CIVIL-CCC  
E-FILE CASE MANAGEMENT  
FILE ROOM-CSC  
FINANCIAL SERVICES-BILLING-CCC

CASE DESIGNATED FOR PARTICIPATION IN THE COURT'S E-FILING PROGRAM

The Superior Court is transitioning civil cases to an electronic filing system. Pursuant to Administrative Order 2005-091,

IT IS ORDERED that all pleadings in this case be electronically filed.

The electronic filing system will be available for use on April 2, 2007 and mandatory e-filing will commence on April 23, 2007. Filing by conventional means may continue until this mandatory date. ALL FILINGS NOT E-FILED AFTER THE MANDATORY DATE WILL NOT BE CONSIDERED BY THE DIVISION UNTIL PROPERLY E-FILED.

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To assist in the transition to e-filing, the Office of the Clerk of the Superior Court has prepared instruction and training concerning the E-Filing system. All parties and attorneys of record in this case are strongly encouraged to study this material before the mandatory e-filing date. The web site address for training materials is:  
<http://eventures.clerkofcourt.maricopa.gov/training.asp>. The Clerk's Office shall be available for instruction and training as needed.

The e-filing system web site address is <https://efiling.clerkofcourt.maricopa.gov>. The site contains supplemental training and other reference materials, including contact names and phone numbers, to assist with any questions.

Upon the mandatory e-filing date, all attorneys of record shall e-file all pleadings in accordance with the guidelines set forth in Administrative Order 2005-091. Self-represented parties or pro per litigants, and other case participants like Mediators, Arbitrators, and Special Discovery Masters are strongly encouraged to e-file all pleadings. If a self-represented party, or other case participant chooses to file their pleading in paper, they shall include a notation just under the case number on the first page of the pleading that the case is an "E-FILE CASE".

The e-filing system can be accessed from any computer that has an Internet connection. Free internet access terminals are available in the Superior Court Law Library, and other public locations such as most public libraries.

Where filing fees may incur on an electronic filing, the filing party will be billed by the Billing Unit of the Clerk of the Superior Court.

E-Filed Orders from the Court will be distributed to attorneys in the same manner each attorney has elected to receive Minute Entries from the Court. Attorneys may enroll with the Clerk of the Court to receive their Minute Entries electronically via e-mail. The Minute Entry Distribution Agreement form may be downloaded at:  
<http://www.clerkofcourt.maricopa.gov/forms.asp>

Motion practice: The movant determines the caption of the filing and all captions on subsequent related filings shall bear the same designation. For example, the filing of a motion captioned "Defendant's Motion for Summary Judgment on Negligence" shall result in any subsequent related filings referring to that title in the caption: "Plaintiff's Response to Defendant's Motion for Summary Judgment on Negligence." No response to a motion shall contain a separate motion, except in the case of a cross-motion bearing the same designation.