

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

CV 2025-005604

04/16/2025

HONORABLE DANIELLE J. VIOLA

CLERK OF THE COURT  
N. Johnson  
Deputy

ARIZONA BILTMORE ESTATES VILLAGE  
ASSOCIATION

KATHRYN A BATTOCK

v.

POMONA PROPERTIES L L C

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C/O ABBIE SHINDLER, STATUTORY  
AGENT  
15279 N SCOTTSDALE RD, STE 400  
SCOTTSDALE AZ 85254

COMM. RICHARD ALBRECHT  
JUDGE VIOLA

**MINUTE ENTRY**

This Court has received Plaintiff's e-filed Application/Motion for Default against Defendant, **Pomona Properties, LLC**, 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 Richard Albrecht**.

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

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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 and Affidavit for Default, Affidavit for Default (if the Servicemembers Civil Reform Act applies and the filing party does not otherwise use the form Application and Affidavit for Default), Motion for Entry of Default Judgment, Sum Certain Affidavit, and Application for Attorneys' Fees when appropriate, and Statement of Costs.

Attorneys and Self-Represented Litigants must submit a 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.

You may wish to review the following resources for additional information regarding the default process:

**Applications for Default**

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

**Motions**

<https://superiorcourt.maricopa.gov/media/n30m54ah/gn10fz.pdf>

**Civil Default Checklist**

<https://superiorcourt.maricopa.gov/media/jitjlp0s/cvc50fz.pdf>

**Civil Court Administration Processing Information**

<https://superiorcourt.maricopa.gov/media/wlojzc53/civil-department-post-filing-information-and-instructions.pdf>