

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

CV 2022-050580

05/23/2022

HONORABLE SARA J. AGNE

CLERK OF THE COURT  
A. Delgado  
Deputy

CLEMENTE RANCH HOMEOWNERS  
ASSOCIATION

KATHRYN A BATTOCK

v.

JENNIFER HEULITT, et al.

COMM. POPHAM  
JUDGE AGNE

MINUTE ENTRY

This Court has received Plaintiff's Rule 55(a) Application and Affidavit for Entry of Default filed on May 20, 2022, against Defendants, Jennifer Heulitt nka Jennifer Keenan and John Doe Heulitt whose true name is Shannon Keenan, in the above-captioned case.

**IT IS ORDERED** 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 Gary Popham**.

**IT IS FURTHER ORDERED** all documents necessary to support the entry of a default judgment must be e-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 for Entry of Default, Motion for Entry of Default Judgment, Sum Certain Affidavit, Application for Attorneys' Fees when appropriate, and Statement of Costs, but shall submit **in paper** the default judgment packet required by the Court, including the documents identified on the default judgment packet coversheet, 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 the default judgment coversheet on the Court's website at:

➤ <https://superiorcourt.maricopa.gov/llrc/civil-court-forms/>

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

➤ <https://superiorcourt.maricopa.gov/civil/civil-faq/>