

SUPERIOR COURT OF ARIZONA
MARICOPA COUNTY

CV 2013-003636

09/26/2013

HONORABLE LISA DANIEL FLORES

CLERK OF THE COURT
S. Uppendahl
Deputy

CHAUNCEY RANCH OFFICE
CONDOMINIUM ASSOCIATION

QUINTEN T CUPPS

v.

NORTH SCOTTSDALE PAIN CENTER L L C,
et al.

SCOTT H ZWILLINGER

D ROSAS INTERIOR ARCHITECTURE
DESIGN GROUP
DESIGN GROUP
5958 E CORRINE
SCOTTSDALE AZ 85254-4355
DINA ROSAS
5958 E CORRINE DR
SCOTTSDALE AZ 85254
JOE ROSAS
5958 E CORRINE
SCOTTSDALE AZ 85254-4355

MINUTE ENTRY

The parties are directed to submit any and all exhibits for the Evidentiary Hearing set December 12, 2013 at 9:30 a.m., no later than **December 5, 2013**, to the clerk in this division.

EXHIBIT GUIDELINES

- Exhibits shall be marked serially by number, plaintiff's first; defendant's exhibit numbers will begin where plaintiff's numbers end.

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- Confer with the other party to eliminate duplicate exhibits before presenting to the clerk.
- Submit a written list or inventory describing each exhibit; descriptions should be concise and can be as simple as “letter,” “e-mail,” or “photo.”
- Do not skip numbers, or describe exhibits as “blank” or “withdrawn”; do not “reserve” numbers for items not submitted to the clerk.
- Do not submit exhibits with subparts (e.g. Exhibit 1a, 1b, 1c);
- Staple or otherwise secure each individual exhibit so that pages do not become separated.
- Do not mark depositions as exhibits; original depositions may be submitted to the division clerk to be filed and will be available for use during the trial.
- If you have questions regarding these guidelines or anything related to exhibits, contact the division clerk at (602) 506-0981.

NOTE: All Court proceedings are recorded by audio method and not by a court reporter. Any party may request the presence of a court reporter by contacting the division at 602-372-0825 three (3) court business days before the scheduled hearing.

E-COURTROOM POLICIES

The hearing will take place in the Superior Court’s “e-courtroom.” A record of the proceedings will be made by audio and CD in lieu of a court reporter. Should you want an unofficial copy of the proceedings, the parties or counsel may request a CD of the proceedings for a \$20.00 charge. If a CD is requested, please obtain a form from the Self Service Center to request a daily copy of a court hearing or trial proceeding being conducted. Pay the applicable fee **at the Self Service Center. For copies of hearings or trial proceedings recorded previously, please call Electronic Records Services at 602-506-7100.** Should an official transcript be required, you may request that the court prepare it. The party ordering the transcript must pay for it. To request a transcript, call 602-506-7100 and provide the date of the proceeding, the case number, the case caption, if the transcript is for an appeal, and your name, address, and telephone number.

ALERT: The Arizona Supreme Court Administrative Order 2011-140 directs the Clerk's Office not to accept paper filings from attorneys in civil cases. Civil cases must still be initiated on paper; however, subsequent documents must be eFiled through AZTurboCourt unless an exception defined in the Administrative Order applies.