

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

CV 2024-023330

12/18/2024

HONORABLE ERIK THORSON

CLERK OF THE COURT  
A. Walker  
Deputy

WOODHAVEN ESTATES HOMEOWNERS  
ASSOCIATION

PENNY L KOEPKE

v.

DULCE REMBAO CHAVEZ, et al.

DULCE REMBAO CHAVEZ  
4034 E ST JOHNS RD  
PHOENIX AZ 85032

TESLA INC  
CT CORPORATION SYSTEM  
1999 BRYAN ST STE 900  
DALLAS TX 75201  
JOSE DELALUZ MARTINEZ  
4034 E ST JOHNS RD  
PHOENIX AZ 85032  
DEPARTMENT STORES NATIONAL  
BANK  
LEGAL DEPARTMENT  
5800 S CORPORATE PL  
SIOUX FALLS SD 57108  
COMM. CRONIN

MINUTE ENTRY

This Court has received Plaintiff's e-filed Application/Motion for Default against defendant(s), Dulce Renbao Chavez, Jose De La Luz Martinez, wife and husband, Tesla Inc., Department Stores National Bank n/k/a Citibank, National Association, in the above-captioned case.

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**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 Mary Cronin.

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

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