

Maricopa Lawyer
Clerk's Corner
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Services available on the web

The Clerk's Office provides numerous mandated services at court centers around the Valley and answers nearly 300,000 calls per year at the STAR Call Center. The Clerk's services are convenient for in-person transactions, but many services and resources are also located on the Clerk's website and available 24 hours a day, seven days per week. A sampling of the content available at the Clerk's website appears below. If you prefer to visit a Clerk's Office, the website provides the address, contact number, hours of operation and a picture of the nine main court centers where the Clerk does business, as well as a map of each building's location.

The "How Do I" section of the Clerk's website acts as a guide to the Office's most frequently asked questions, including how to get copies of court records, how to file a document, filing fees, and child support-related issues. In contrast, the "Other Questions" section of the website directs customers to the appropriate agency for questions that are mistakenly asked at the Clerk's Office, such as questions related to vital records, social security, or Judge assignments.

The central portion of the Clerk's website contains file folder shapes that combine areas of Office operations by subject matter in categories such as financial information, family and juvenile matters, filing, and services available. Some of the Clerk's services include issuing marriage licenses and processing passports.

The "Latest News" section of the website is where News is posted first. Changes to procedure, upcoming events and office closure notices, and the release of updated forms all appear in the Latest News section.

The Clerk's website holds an extensive knowledge bank of Office information. There are several areas on the website that provide access to publications of interest to the legal community or that define current and historical Clerk's operations. Doing Business with the Clerk's Office is a publication that contains over 80 pages of material on office operations, divided by case type and mandated function. The Table of Contents helps limit a search to a specific area of interest, or the whole publication can serve as an excellent overview of the Office. Also available online is the Clerk's Annual Report. The Annual Report provides the statistics for each year's Superior Court filings, money collections and disbursements and other functions of the Clerk's Office in Maricopa County. This report is a frequent award winner for its design and layout. Annual Reports are available online dating back to fiscal year 2000-2001. Back issues of Clerk's Corner and The Brief, the Office's single-page electronic monthly update, are also available online.

The Clerk's website provides helpful information and direction regarding financial matters as well. Visit the Clerk's website to learn more about restitution, how and where to send payments, important contact information to report a change of name or address, or do an online search for unclaimed funds. Cases are abandoned or dismissed every day in Maricopa County where a bond or other funds are either not addressed by a court order or go unclaimed for other reasons. The online search function may reveal money that is owed to you or your client, whether individually or as a corporation.

Experience these services and see what else the Clerk has to offer by visiting the Clerk's website at **www.clerkofcourt.maricopa.gov**.