

Media Guide 2015

Special Warrants (SW)



Clerk's Office – Maricopa County



**Clerk of the Superior Court
for Maricopa County, Arizona
Michael K. Jeanes, Clerk**

Superior Court

Makes Judicial Rulings



Clerk of Superior Court

Maintains official Court Records



Maricopa County Superior Court

The Arizona State Constitution defines the court and the clerk as two separate agencies.

Superior Court – Judicial Branch

The Judicial Branch of Arizona
Maricopa County

Home Superior Court Adult Probation Juvenile Probation

Media Relations Newsroom
Get the latest news from the Court

I am ...
a Litigant
an Attorney
a Juror
a Reporter
a Teacher

I want to ...
= Reply to my Jury Summons
= Find information on a case
= Prepare Court documents
= Request an accommodation
= Contact my probation officer
= Find a Judge
= Learn about Judges Pro Tempore
= Find support for a victim of a crime
= Learn more about the Court
= Get a Protective Order

Where do I ...
= Find my court location
= File my court documents
= Get case information
= Read current court happenings
= View Court Videos
= Research legal information
= Learn about my court process
= Get department phone numbers
= Find the forms I need
= Get help with my troubled child

Connect with the Court
Facebook Twitter YouTube

“The Court”

Presiding Judge – Janet Barton

Clerk of the Superior Court

Welcome to the
Clerk of Superior Court's Office
Maricopa County, Arizona

A resource for court information and services

Quick Links: Choose a Topic Below

Home / Contact Us / Translate

Michael K. Jeanes
Clerk of Superior Court

CASES
Court Cases
Case Status
Case History
Case of Cases
Case River Case

OFFICE
Hours & Locations
Request Questions
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SERVICES
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FINANCIAL
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Criminal Payments
Payment Details

OTHER
Court Terms
Request Waiver
Advice V. Information
Language Assistance

FILING
Filing Fees
Court Fees
Filing Orders
Filing Depository Service
Cash/County
Filing Appeals

FAMILY AND JUVENILE
Support Services
Support Payments
Family Services
Adoption
Divorce
CPS

LEGAL
Clerk's Center
Address Change
Sealing Guidelines
Public Entry Agreement
Subpoena Duces Tecum (links only)

PUBLICATIONS
Current Annual Report
Past Annual Reports
State Bar
The Bar
Going Without a Paper Bill
Clerk Without a Paper Bill

eFiling
maricopacourt.gov

NEWSFLASHES
Resolution Waiver Request
Phase 3 Begins For Juvenile SCR
National Awards
View All

ANNOUNCEMENTS
APL (Request for Information) For a Professional Subpoena, ACPA and Confidentiality Act
Civil Filing Fee Increase
West Court Building Move
Probate Filing Change
View All

OTHER QUESTIONS
List of questions received that are regularly handled by other offices. Click for information.

1. Birth Records/Death Certificates
2. Social Security
3. Court Trials/Judges
4. Emancipation
5. Jury Duty
6. Legal Assistance
7. Marriage Ceremonies
8. Process/Notice
9. Probation
10. Traffic Violations

“The Clerk”

Elected Official – Michael K. Jeanes

<http://www.superiorcourt.maricopa.gov/>

<http://www.clerkofcourt.maricopa.gov/>

Special Warrants (SW)

Requests for warrant-related records:

- search warrants
- buccal swabs
- blood draws
- pen registers
- wire taps



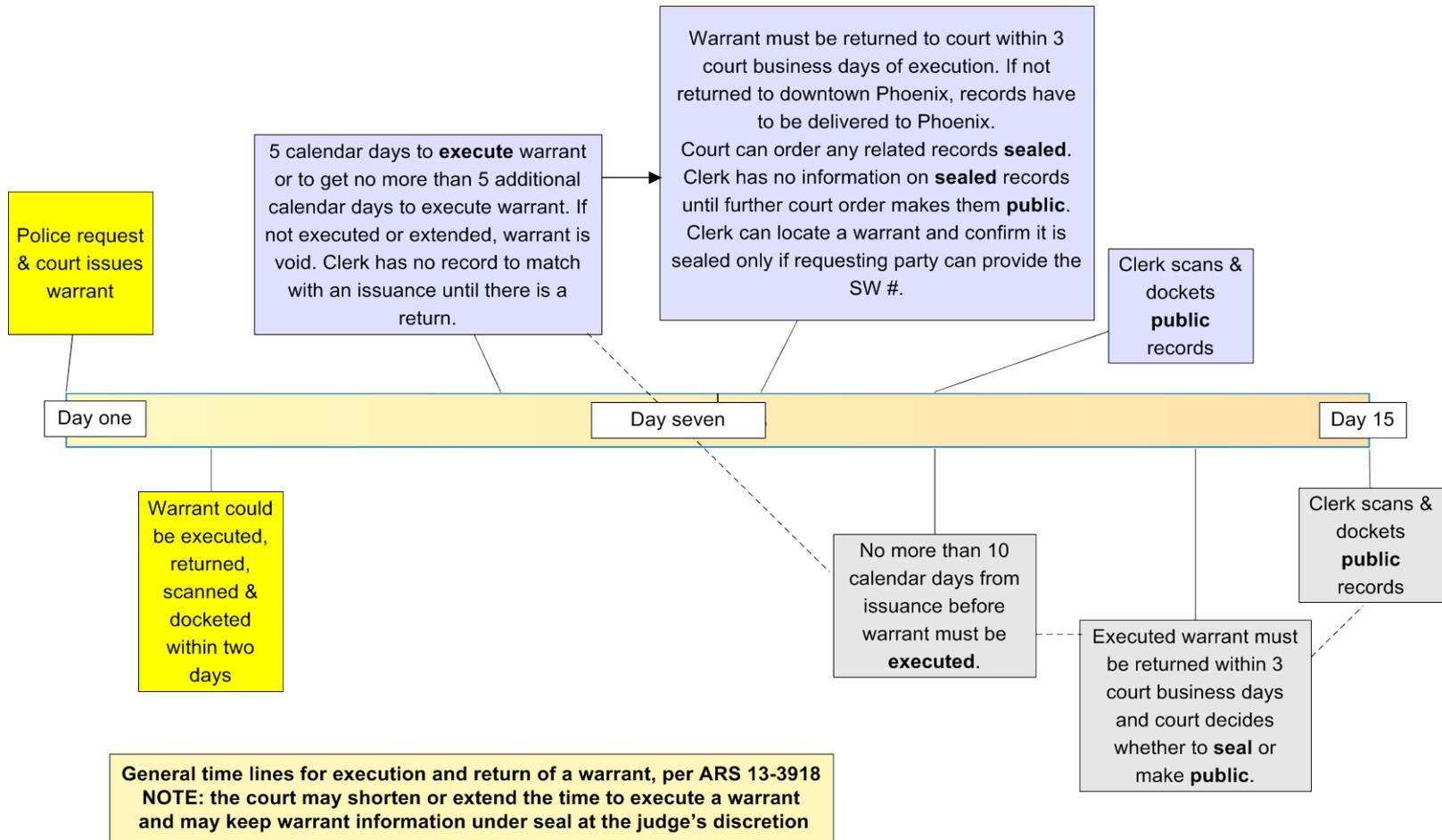
Search Warrants, see:

- Arizona Revised Statutes,
- Title 13,
- Article 8 (13-3911 through 13-3925)

The screenshot shows a web browser window with the URL <http://www.azleg.gov/ArizonaRevisedStatutes.asp?Title=13>. The browser's address bar includes a "Live Search" field. The page header features the "Arizona State Legislature" logo and a "Bill Number Search" field. Below the header is a large image of the Arizona State Capitol building. A navigation menu includes links for "Senate", "House", "Legislature", "Bills", "Committees", "Statutes", "Executive", "Calendars", and "News". The main content area is titled "Title 13 - Criminal Code" and includes a search box for "Search Title 13" with a "Search" button. To the right of the search box are two radio buttons: "Show links as HTML Documents" (selected) and "Show links as Word Documents". The search results are displayed in a table with two columns: "Chapter 1" and "GENERAL PROVISIONS".

Chapter 1	GENERAL PROVISIONS
13-101	Purposes
13-101.01	Additional purposes of the criminal law
13-102	Applicability of title
13-103	Abolition of common law offenses and affirmative defenses; definition
13-104	Rule of construction

Search Warrant Process



Search Warrants – Public Unsealed

- **Generally, a search warrant may be issued, executed, returned and available as a public record in as few as two days or as many as 15 days. The court has discretion to extend timeframes or keep records under seal to preserve ongoing investigations or as justice requires.**
- **Providing the Clerk an SW number is the best way to locate a record. The Clerk can “be on the lookout” for a related name or location, but this is not the most reliable method.**
- **The case number format is SW, followed by the year issued, followed by a unique six-digit identifier. For example, SW2015-000123. The SW number is written on the warrant given to law enforcement.**
- **The content of public records are available as they were filed with the Clerk – the Clerk only redacts information when instructed to do so by court order.**

Search Warrants - Sealed

- **If a search warrant is sealed, the Clerk's Office can only locate it by the SW number. The Clerk can confirm a search warrant is sealed if the SW# is provided.**
- **Sealed search warrants remain sealed until further order of the court. If additional information is desired, a court order to unseal the warrant is required.**
- **A motion to obtain information on a sealed search warrant must be filed with the Criminal Court Presiding Judge.**

How to Look Up Case Information Online

<http://www.superiorcourt.maricopa.gov/docket/index.asp>

The screenshot shows the website for the Judicial Branch of Arizona, Maricopa County. The browser address bar displays the URL <http://www.superiorcourt.maricopa.gov/docket/index.asp>. The page features a navigation menu with links for Home, Superior Court, Adult Probation, and Juvenile Probation. A search bar is located on the right side of the menu. The main content area is titled "Docket" and includes a sub-section for "Public Access to Court Information". Below this, the names of the Presiding Judge (Norman J. Davis) and Clerk of the Court (Michael K. Jeanes) are listed, along with the Great Seal of the State of Arizona. A sidebar on the left contains a "Docket Home" section with buttons for Civil Cases, Criminal Cases, Family Court Cases, Probate Cases, and Retention Rules. A "View Case Information" section provides links to Court Calendars, Case Histories, and Minute Entries, followed by a list of case types: Civil Court Cases, Criminal Court Cases, Family Court Cases, and Probate Court Cases. An "Availability" notice at the bottom states that information is audited up to 24 hours after it is posted.

Go to Maricopa County Superior Court website

Select Criminal Case Type

How to Look Up Case Information Online

<http://www.superiorcourt.maricopa.gov/docket/index.asp>

The screenshot displays the website for The Judicial Branch of Arizona, Maricopa County. The header includes a logo of a building and the text "The Judicial Branch of Arizona Maricopa County". Navigation links include "Español", "Locations", "Links", and "Employment". A main menu contains "Home", "Superior Court", "Adult Probation", and "Juvenile Probation". A search bar is located to the right of the main menu.

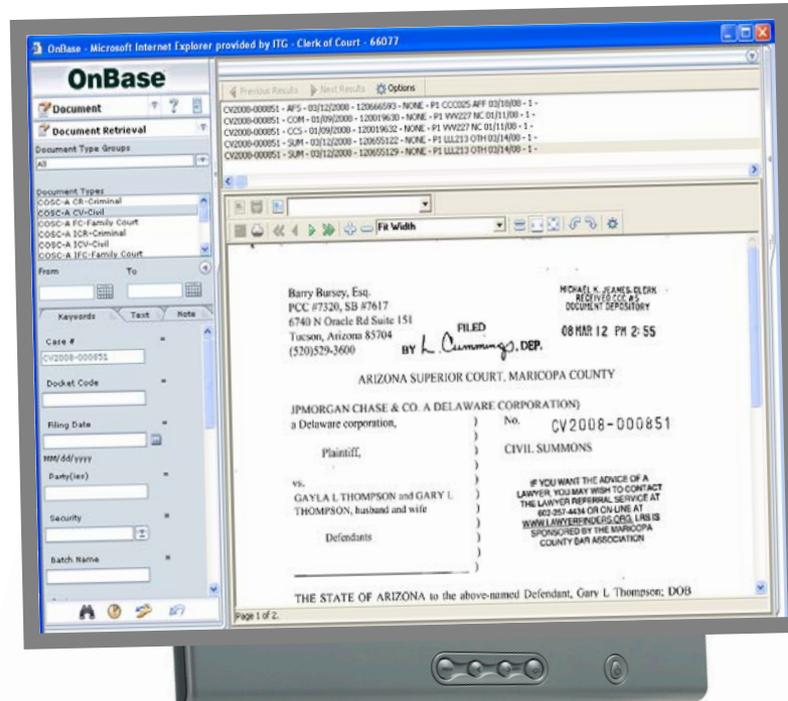
The main content area is titled "Docket > Criminal Court Cases" and includes a "Criminal Court Case History" link. A sidebar on the left lists various case categories: "Docket Home", "Civil Cases", "Criminal Cases", "Family Court Cases", "Probate Cases", and "Retention Rules".

Three search methods are provided:

- Search by Last Name/First Name:** Includes input fields for "Last Name:" and "First Name:" with a "Search" button.
- Search by Initials and Date of Birth:** Includes input fields for "Last Name Initial:", "First Name Initial:", and "DOB:" (with a date format "mm/dd/yyyy") and a "Search" button.
- Search by Case Number:** Includes an input field for "Case Number:" and a "Search" button.

A callout box on the right contains the text: "Search for case by name or by case number." Two arrows point from this box to the "Search by Last Name/First Name" and "Search by Case Number" sections.

Public records are available at public access terminals around the Valley



How to Look Up a Court Case at a Public Access Terminal

Go to a Clerk's Office physical location



Northwest Regional Court Center
14264 West Tierra Buena Lane
Surprise, AZ 85374



Northeast Regional Court Center
18380 N. 40th St. Suite 120
Phoenix, AZ 85032



Customer Service Center
601 W. Jackson St.
Phoenix, Arizona 85003



Southeast Court Complex
222 E. Javelina,
Mesa, Arizona 85210

How to Look Up a Court Case at a Public Access Terminal

CR View Only online

[Entry](#) | [Inquiry](#) | [Administrative](#) | [Tasks](#) | [Help](#)

Search [No Selected Case]

Search Criteria

Adv.	Department	Case#	Def ID	Format	JP Case#	File Date (mmyyyy)	Bus.	Last Name	First Name	Middle Name
<input type="checkbox"/>	Criminal	<input type="text"/>	<input type="text"/>	10	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Search for case by name, case number, or click "Bus." and enter an address.

CR View Only online

[Entry](#) | [Inquiry](#) | [Administrative](#) | [Tasks](#) | [Help](#)

Search [No Selected Case]

Search Criteria

Adv.	Department	Case#	Def ID	Format	JP Case#	File Date (mmyyyy)	Bus.	Business Name	Existing Business
<input type="checkbox"/>	Criminal	<input type="text"/>	<input type="text"/>	10	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text"/>



Records available

Generally, anything **not confidential** or sealed is available as a public record.



Copy price per page

50 cents per page
(A.R.S. 12-284)





For more information, visit the Clerk's website at

www.clerkofcourt.maricopa.gov

or contact the Clerk's Office:

Aaron Nash

Special Counsel

Public Information Officer

620 W. Jackson St, Suite 3017

Phoenix, Arizona 85003

602-506-2309

nasha@COSC.maricopa.gov

Welcome to the Clerk of Superior Court's Office Maricopa County, Arizona

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Clerk of Superior Court
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HOW DO I...

- get copies of court records
- get a marriage license
- find a case
- look at the minute entries

CASES

- Court Cases
- Case Statistics
- Minute Entries
- Copies of Cases
- Gila River Case

FILING

- Filing Fees
- Court Forms
- Filing Counters
- Filing Depository Boxes
- Out-of-County Filing
- Appeals

OFFICE

- Hours & Locations
- Frequent Questions
- Facts
- Overview
- Employment
- Contact Us

eGOVERNMENT

- eFiling (Live)
- eFiling Training
- ECR Online
- eFiling Class
- ECR Terminals

SERVICES

- Marriage Licenses
- Passports
- Process Servers

FAMILY AND JUVENILE

- Support Services
- Support Payments
- Payment History
- Wage Assignment

NEWSFLASHES

- July 13 Passport Fee Increases
- Family Court Rule Changes
- Zip Code Boundaries
- Statewide eFiling coming
- Updated Sensitive Data Sheet Required
- Records Online for Attorneys
- View All**

WHAT'S NEW

- Attorneys Only Subpoenas Online
- Attorney Electronic Distribution Enrollment eMail Change Form
- Doing the Court's Business Without a Paper File
- Annual Report

