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Clerk of the Superior Court

E-filing in Mesa

Electronic filing will soon be available at the Southeast court facility in Mesa. The Clerk and Superior Court are moving forward with a plan to expand e-filing in criminal case types at the Southeast adult facility. More information will be available next month as the Court, Public Defender, County Attorney and others finalize implementation and training.

Filing Depository Boxes - Internal

Did you know the highest volume of filings in civil case types at the Clerk's Office occurs after 3:00 p.m? This traffic often causes lines that can keep people filing late in the day. To a great extent, these lines can be prevented by a convenient system of filing depository boxes that are available internally during business hours and externally 24 hours a day, seven days a week.

Attorneys, staff and runners/couriers are encouraged to take advantage of the depository boxes. Five internal depository boxes are located in the lobby of the West court building in downtown Phoenix, around the corner from the civil file counters. One internal box is located in the family court file counter area. Internal boxes are available at the Northwest (Surprise) and Southeast (Mesa) offices in the main lobbies. An internal box is also located at the probate counter lobby in the Old Courthouse located at 125 W. Washington.

Filing Depository Boxes - External

The Clerk's Office provides three external filing depository boxes. The downtown Phoenix external depository box is located inside the Madison Street garage at 1st Avenue, across the street (South) from the Central and East court buildings. The Mesa external depository box is located at the North entrance of the Southeast Court Complex at 222 E. Javelina Ave. The Northeast Regional Center's external depository box is located at the main entrance at 18380 N. 40th Street (51 Freeway and Union Hills).

The Clerk's Office collects filings from the depository boxes each morning. The depository boxes are available for civil, criminal, family court, tax, and probate filings, but not for any juvenile filings. For further details and instructions, please visit our website at www.clerkofcourt.maricopa.gov/alternative_filing.asp.

E-filing dates

The Clerk's Office conducts free, monthly one-hour e-filing demonstrations for general civil cases. Upcoming demonstrations are scheduled from 10 - 11 a.m. and 2 - 3 p.m. on April 19 and May 17 in the Clerk's training room. The training room is located on the 2nd floor of the Central Court Building, 201 W. Jefferson St. in Phoenix. More information and training dates are available at <http://eventures.clerkofcourt.maricopa.gov/GenCVE-File.pdf>.