

THE

BRIEF

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An electronic update for the legal community providing a brief look at news in the Clerk of the Superior Court's Office



April 2012

Michael K. Jeanes,
Clerk of the Superior Court

Filing Errors

Whether in print or e-filed, documents with inaccuracies can delay or derail your case. The Clerk's Office can receive nearly 2,000 filings a month where the party names on a document do not match the case number on the document. This is an easy error to make in businesses and agencies that do volume business using template forms. Inevitably, the names the filing party enters on the documents are changed but the case number is not or vice versa. When the Clerk's Office catches these errors at the point of entry (file counter or e-file review), the office notifies the filer of their error, allowing for correction. Failure to confirm the information on a document before filing can result in an original document being placed in an incorrect case file. When that happens it appears to the court and the parties that the document was never filed when in fact it was filed into the case incorrectly typed by the filing party. A small oversight in drafting can result in an inaccurate record, jeopardizing a case at the trial and appellate levels. These errors occur in all case types, particularly because the erroneous information appears on the first page of the document that contains basic template case information. Extra attention to detail before filing can save face and can save your case.

Construction Detours

The Maricopa County Facilities Management Department is overseeing the design and construction of a new headquarters for the Maricopa County Sheriff's Office. Construction of the facility will impact those driving or working in the downtown Phoenix area from April 2012 through August 2013. The project is directly to the east of the Downtown Justice Center. There will be extensive underground utility work on 5th Avenue between Madison and Jackson Streets and on Madison Street between 5th and 7th Avenues, requiring closure of these streets for the duration of the project. Detour signs for vehicles and pedestrians will be posted to safely direct people to the best route around the site. For more information, please contact John Magnuson, FMD Project Manager, at john.magnuson@fm.maricopa.gov.

New Look

The Brief will get a new look and method of distribution in the coming months. Subscribers will no longer have to open a separate PDF document to view the publication. Content will be contained within the body of the email and will have subscribe and unsubscribe features at the end of each email. Currently, *The Brief* is distributed primarily to one email address per law firm. The administrator of that email inbox distributes the publication internally to staff as determined by each firm's preference or policy. Instructions for how to individually subscribe and unsubscribe will be included in the first edition of the new format. If you find you are no longer receiving *The Brief* for any reason after the change, subscription information will be available from the Clerk's main website at www.clerkofcourt.maricopa.gov. *The Brief* will remain a short, monthly update on matters important to those who interact with the Clerk's Office and the Superior Court in Maricopa County.

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