



Records Access for Arbitrators

Attorneys appointed as arbitrators may get remote access to court documents through the Electronic Court Record Online (ECR Online) by taking these steps: Register with ECR Online, if not already registered, and email a copy of the order appointing the attorney as an arbitrator to the eFile support email address (efilesupport@cosc.maricopa.gov) or fax to 602-372-8751. In the email or fax, the request to add the case to the arbitrator's "My Cases" list in ECR Online must include the case number and arbitrator's name as well as preferred contact information in case Clerk staff need to follow up. Clerk staff will manually add the case number to the arbitrator's list of cases in ECR Online and will email confirmation to the arbitrator, typically by the next business day. Viewing documents online eliminates the need to travel to the Clerk's Office for paper copies and provides access to the most up-to-date records. Register for the ECR Online at <https://ecr.clerkofcourt.maricopa.gov/login.aspx>.

Public Records

Remember that most documents filed with the Clerk of the Court are public records. The Office often receives filings that include complete social security numbers, financial account numbers, and other sensitive information that becomes a part of the public record and creates the potential for identity theft and other problems. The Clerk's Office files-in original documents and does not redact the public record absent an order from the court. Please remember to check filings for sensitive information, whether filed in paper or eFiled. Some case types (especially probate, family, and juvenile) have specific requirements in court rule and statute for filing sensitive information.

No Electronic Service in eFiling

Recent comments from public and private attorneys as well as from judicial officers require a reminder that the electronic filing system in the Superior Court in Maricopa County does not include a service feature in any case type or filing type. Original documents are electronically filed with the Clerk's Office and, upon acceptance (filing-in) of the document, the judicial division receives the document electronically. All filing parties must still serve opposing counsel and other parties by paper. However, parties may agree in writing to accept electronic service per Civil Rule 5(c), but the parties must serve each other electronically; the Clerk's eFiling system does not include a service feature.

Options for Records

While some companies offer copies of Superior Court records as part of a subscription service or for other fees, there are several additional ways to get public records. ECR Online is a free service available to attorneys to remotely access records on cases where they are the attorney of record or an attorney in their firm is attorney of record. In addition, there are public access terminals located in Superior Court facilities around the Valley that provide access to public records in adult case types. Paper copies from the court facilities can be printed for the statutory charge of 50 cents per page.