

SUPREME COURT OF ARIZONA

In the Matter of) Arizona Supreme Court
) No. R-17-0036
MISC. LOCAL RULES, PINAL)
COUNTY SUPERIOR COURT)
) **FILED 08/30/2017**
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_____)

**ORDER APPROVING PROPOSED ABROGATION AND REPLACEMENT OF
PINAL COUNTY SUPERIOR COURT LOCAL RULES**

A petition having been filed seeking approval of the abrogation and replacement of the Pinal County Superior Court Local Rules, upon consideration,

IT IS ORDERED approving the abrogation and replacement of the Pinal County Superior Court Local Rules as modified and set forth in the attachment hereto, effective January 2, 2018.

DATED this 30th day of August, 2017.

_____/S/_____
SCOTT BALES
Chief Justice

Arizona Supreme Court No. R-17-0036

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TO:

Rule 28 Distribution

Hon. Stephen F. McCarville

ATTACHMENT

PINAL COUNTY LOCAL RULES OF PRACTICE SUPERIOR COURT

RULE 1. ADMINISTRATION

Rule 1.1. Sessions of the Court

The court shall be open at all times, except on nonjudicial days. Regular sessions of court shall be from 8:00 a.m. to 12:00 Noon and from 1:00 p.m. to 5:00 p.m., Monday through Friday, and at such other times as the judge of the division allows.

Rule 1.2. Divisions of Court and Assignment of Cases

a. Divisions--General Assignments: The court shall be divided into as many judicial divisions as there are judicial officers. Each division shall bear an official numerical designation. All cases and matters filed with the clerk, unless otherwise specifically assigned, shall be assigned to each division on an alternating basis by such plan as ordered by the Presiding Judge.

b. Registrars: Each judge of the several divisions and the clerk are appointed Registrars within the provisions of Title 14, Arizona Revised Statutes.

c. Specific/Specialized Assignments: Specific and specialized assignments to the judges of the respective divisions, except as otherwise provided by law, will be as ordered by the Presiding Judge.

d. Presiding Judge: The Presiding Judge shall be responsible for the day-to-day administrative operation of the court as provided by law and these rules. The Presiding Judge shall organize the administrative structure of the court, including the adult and juvenile probation departments, in consultation with the Court Administrator. The Presiding Judge may appoint an executive committee of judges to assist in the administrative operation of the court.

e. Presiding Civil Judge--Duties: The Presiding Judge may appoint one judge as the Presiding Civil Judge who in consultation with the Presiding Judge, shall exercise general administrative supervision of the civil calendar, including the assignment and reassignment of cases; and the coordination of work and caseloads.

f. Presiding Criminal Judge--Duties: The Presiding Judge may appoint one judge as the Presiding Criminal Judge who in consultation with the Presiding Judge, shall exercise general administrative supervision of the criminal calendar, including the scheduling of arraignments/initial appearances; the assignment and reassignment of cases; and the coordination of work and caseloads. The Presiding Criminal Judge may also create specialty courts to conduct non-trial calendars.

g. Presiding Family Law Judge--Duties: The Presiding Judge may appoint one judge as the Presiding Family Law Judge who in consultation with the Presiding Judge, shall exercise general administrative supervision of the family law calendar, including the assignment and reassignment of cases; and the coordination of work and caseloads. Unless otherwise ordered by the Presiding Judge, the Presiding

Family Law Judge shall be designated as the Judge of the Court of Conciliation, who shall direct and perform the functions of the conciliation court.

h. Presiding Juvenile Judge--Duties: Pursuant to Title 8, A.R.S. § 8-202, one judge shall be designated as the Presiding Juvenile Judge. The Presiding Juvenile Judge shall direct the juvenile court and shall exercise general administrative supervision of the delinquency and dependency calendars, and any other juvenile proceedings brought pursuant to Title 8, and may assign any of said matters to the other divisions, as required.

Rule 1.3. Law and Motion Day: Calendar and Time Limits

a. Law and Motion Day: Each division, in consultation with the Presiding Judge, shall schedule a Law and Motion Day. When Monday falls on a legal holiday, the following Tuesday shall be Law and Motion Day unless otherwise ordered by the court.

b. Calendar: Every Wednesday afternoon the clerk of the court shall prepare and make available to the public or post in a conspicuous place in the clerk's office a calendar for each division's next Law and Motion calendar. The clerk shall place on the calendar each motion and other matter noticed or set for hearing at that time or where oral argument has been requested, and all criminal arraignments, motions, sentencings and related matters which would ordinarily come upon the Law and Motion Day Calendar.

c. Time Limits: All matters on the Law and Motion Day Calendar shall not exceed 20 minutes total time in any cause without special permission obtained in advance from the assigned judge.

d. Duties of Counsel/Party: It shall be the duty of counsel, or the party, if not represented by counsel, to be present when the matter is called for hearing or disposition, unless excused in advance by the judge. A failure of counsel or the party to be present without good cause shown may result in striking the matter from the calendar and/or imposing sanctions as the judge directs.

e. Extended Hearings: Argument or presentation is limited to 20 minutes for each cause and 10 minutes for each side. Request for extended argument or hearing must be submitted in writing to the assigned judge at least 10 business days before the hearing, and, if granted, the matter shall be heard after disposition of all other matters remaining upon the calendar or at another definite time as the court directs.

Rule 1.4. Regular and Temporary Sessions Outside County Seat

a. Regular Sessions: Regular sessions of the court shall be held at the county seat, Florence, Arizona, and at other places within the county as authorized by the Pinal County Board of Supervisors.

b. Temporary Sessions: Temporary sessions of the court may be held at other places within Pinal County, pursuant to A.R.S. § 12-130(C).

Rule 1.5. Court/Judicial Administrator

The Presiding Judge may appoint a court or judicial administrator whose duties are to assist in the management of the superior courts and limited jurisdiction courts within Pinal County, prepare and

manage the court budget, manage court personnel, and coordinate the trial calendars of the court divisions.

Rule 1.6. Law Library

a. Hours and Librarian: The law library shall be open on all judicial days between the hours of 8:00 a.m. and 5:00 p.m. and a librarian shall be in charge thereof who shall be appointed by the Presiding Judge.

b. Records, Sanctions and Prohibitions: (1) The librarian shall approve and keep a record of all books removed from the library, documenting the borrower who is answerable for book return by sanctions, fine, or contempt. Any book taken from the library without advising the librarian may be punished as a contempt. (2) No library books shall be removed from the courthouse by any person.

RULE 2. GENERAL PROCEDURES

Rule 2.1. Form of Pleadings

a. Number Assignment and Designation of Division: The clerk shall assign a chronological number to every case filed with the court and indicate which division of the court the case has been assigned. After preliminary assignment by the clerk, the party filing any pleading, motion, memorandum or other paper in the case shall indicate below the case number the division of the court and name of the judge to whom the case has been assigned.

b. Commonality of Claims in a Civil Action: All persons may be joined in one civil action as defendants if any right to relief is asserted against them jointly, severally, or in the alternative, with respect to or arising out of the same transaction, occurrence, or series of transactions or occurrences and if any question of law or fact common to all defendants will arise in the action. The court shall apply the standard for permissive joinder, Rule 20(a), Arizona Rules of Civil Procedure, and may order that claims be severed and, upon the payment, deferral, or waiver of all required filing fees, refiled in a separate civil action.

c. Amended Pleadings: Any party filing an amended pleading shall retype and submit the entire pleading and may not incorporate by reference any part of the earlier pleadings and exhibits. The amended portion shall be highlighted by either bold or italicized text.

d. Legibility of Pleadings: A judge who receives a handwritten pleading which is not legible may return the pleading to the party with instructions that it be redone so it is readable by the court and the parties.

e. Sanctions: The clerk may discretionarily refuse to file any pleading, document, or paper which fails to conform to this rule, but must provide the filing party with an explanation consistent with Rule 5.1(b)(1), Arizona Rules of Civil Procedure.

Rule 2.2. Motions; Requirements

a. Motions in Writing: All motions and pleadings in civil, criminal, family, juvenile, or other cases filed with the clerk, shall be in writing and shall comply with the applicable Arizona rules of procedure for the case type.

b. Copies to Judge: At the time of the filing of the original with the clerk, a copy of each motion, petition, response, reply, or memorandum shall be presented to the judge of the division to which the case is assigned or to the Court Administrator if the case has not been assigned. The original of all motions and notices must reflect that a copy has been presented to the assigned judge.

c. Length of Motions and Memoranda: Unless otherwise permitted by the court, a motion and its supporting memorandum, and the response and its supporting memorandum, must comply with the page limit of the applicable Arizona rules of procedure for the case type.

d. Submission and Oral Argument: All motions shall be deemed submitted upon memoranda, unless the motion or response contains in the caption the words "Oral Argument Requested". Subject to Rule 56(c)(1), Arizona Rules of Civil Procedure, the court may, in its discretion, order, allow, or deny oral argument on any motion consistent with the applicable Arizona rules of procedure for the case type. Oral argument for all motions shall be limited to 10 minutes for each side and shall not be exceeded without advance permission of the court in accordance with these rules.

e. Telephonic Argument and Conference: The court may, in its discretion, order or allow oral argument for any motion or other proceeding telephonically by conference call, provided that all conversations are audible to all participants. Any request to appear telephonically must be filed at least 10 business days before the hearing and shall include a statement regarding whether the other parties join in, object, or, take no position on said request. Upon request of any party, oral argument may be recorded by court reporter or other lawful method under conditions the judge deems practicable. Counsel shall schedule-conference calls at a time convenient for all parties and the judge. The judge may direct which party shall pay the cost of the call.

f. Motions to Continue, Vacate or Extend Time: In any motion to continue or vacate a hearing, or motion to extend a deadline, the motion must indicate whether the opposing party objects. If the movant is unable to contact the opposing party or parties, the motion must demonstrate contact.

g. Stipulations and Notices of Settlement; Proposed Forms of Orders:

(1) All stipulations shall be accompanied by a proposed form of order. If the order is signed, no minute entry shall issue.

(2) All stipulations to dismiss or for the entry of judgment shall indicate whether stipulation disposes of the entire case.

(3) All notices of settlement shall indicate whether the settlement disposes of the entire case.

(4) All motions or stipulations accompanied by a proposed form of order shall also include copies and envelopes stamped and addressed to each party who has entered an appearance in the case. If the order is signed, no minute entry shall issue.

h. Filing, Copies, and Service: When any motion or pleading is submitted, the original shall be filed with the clerk, a duplicate shall be delivered to the assigned judge, and service shall be made on counsel or parties not represented by counsel as provided by the applicable Arizona rules of procedure.

i. Additional Duties of Counsel/Party--Case Assigned to Visiting Judge: When a matter is assigned to a visiting judge, in addition to the above, the party or counsel of record shall provide copies by mail or electronic means of all applicable pleadings, motions, affidavits and exhibits to the assigned visiting judge.

j. Post-Trial Motions: All post-trial motions shall specify in the caption the name of the judge who presided over trial, and shall, if possible, be heard by that judge.

Rule 2.3. Ex Parte Presentations; Duty to Court

In the event that any ex parte matter or default proceeding has been presented to any judicial officer and the requested relief denied for any reason, such matter shall not be presented to any other judicial officer without making a full disclosure of the prior presentation. Counsel are governed by the provisions of ER 3.3, Arizona Rules of Professional Conduct, and Rule 42, Arizona Rules of the Supreme Court. For a failure to comply with the provisions of this local rule, the order or judgment made on such subsequent application may be vacated at any time as a fraud upon the court.

Rule 2.4. Sealing or Redacting Court Records

a. Request to Seal or Redact Court Records; Service: Any person may request that the court seal or allow the filing of a redacted court record for a case subject to these rules by filing a written motion, or the court may, upon its own motion, initiate proceedings to seal or allow the filing of a redacted court record. A motion to seal or allow the filing of a redacted court record must disclose in its title that sealing or redaction is being sought. The motion must be served on all parties in accordance with the applicable Arizona rules of procedure for the case type.

b. Hearing: The court may conduct a hearing on a motion to seal or on a motion to allow the filing of redacted court records.

c. Grounds to Seal or Redact; Written Findings Required: The court may order court files and records, or any part thereof, to be sealed or redacted, provided the court makes written findings that sealing or redaction is justified by specific compelling interests that outweigh the public interest in access to the court record.

Rule 2.5. Unsealing Court Records

a. Access: Court records that are sealed may be examined by judicial officers. Access by the public to sealed records is allowed only after entry of a court order in accordance with this rule.

b. Motion; Service: A sealed court record shall be unsealed only upon stipulation of all the parties, or the court's own motion, or a motion filed by a named party or another person. A motion to unseal a court record must be served on all parties to the action in accordance with the applicable Arizona rules of procedure for the case type. If the movant cannot locate a party for service after making a good faith effort to do so, the movant may file an affidavit setting forth the efforts to locate the party and requesting that the court waive the service requirements of this rule. The court may waive the service requirement if it finds that further good faith efforts to locate the party are not likely to be successful.

c. Hearing: Any party opposing the motion to unseal court records shall appear and show cause why the motion should not be granted. The party must show that compelling circumstances continue to exist or that other grounds provide a sufficient legal or factual basis for keeping the record sealed.

Rule 2.6. Exhibits

Unless otherwise provided by statute or rule or the assigned judicial officer, all exhibits for any hearing or trial, except protective order proceedings, shall be presented for marking to the clerk of the assigned judicial officer at least 5 business days before the hearing or trial. The clerk shall retain the exhibits for the hearing or trial, and shall mark an exhibit as received when the court admits the exhibit in evidence.

RULE 3. SETTING CASES FOR TRIAL AND POSTPONEMENTS

Rule 3.1. Setting Case For Trial

Any party desiring to have a case set for trial shall comply with the applicable Arizona rules of procedure for the case type. When an action has been set for trial, no trial continuance shall be granted except upon a finding of good cause.

Rule 3.2. Preferences for Trial

a. Hardship Cases: Upon a proper showing of genuine hardship, any party may, by written motion, apply for a preference for trial.

b. Setting for Trial: All cases entitled to a preference for trial by reason of statute, rule, or order of court shall be set for trial at the earliest practicable date.

c. Motion to Set: All cases entitled to a preference for trial by reason of statute, rule or order of court shall state in the caption of the Motion to Set and Certificate of Readiness the following or similar notation: "Priority Case" (citing rule number or statute).

d. Order of Preferences: The following cases shall be preferred for trial in the following order:

- (1) Any case granted a preference by statute, rule, or order of the court;
- (2) Juvenile cases;
- (3) Criminal cases;
- (4) Domestic Relations cases;
- (5) Contested Probate cases;
- (6) Short Cause Civil cases.

Rule 3.3. Short Cause Civil Cases

A short cause is any civil case stipulated to by all the parties to take less than 1 hour to try to the court. If the trial of any short cause is not completed within 1 hour of actual trial time, the trial judge shall make such order as is appropriate which may include a continuance or order that the case is placed on the regular trial calendar without preference.

Rule 3.4. Consolidation

a. Consolidating Cases: When two or more cases are consolidated, the clerk shall regard the earlier or lower numerical case number as the controlling primary number of the consolidated cases for all purposes, and all further pleadings and papers shall be filed and docketed under that number only. A copy of the minute entry or order of consolidation shall be placed in each of the consolidated cases.

b. Hearing: Unless otherwise assigned by the Presiding Judge, motions to consolidate shall be heard by the judge assigned the case with the earlier or lower numerical case number.

c. Assignment of Same Defendant: All cases pertaining to the same defendant shall be assigned to one division whenever possible.

Rule 3.5. Conflicting Trial Dates/Continuance

a. Notice to the Court: In the event an attorney has more than one case scheduled for trial on the same date, the attorney shall promptly notify the judges and other counsel involved so the conflict may be resolved.

b. Resolution of Conflicts: Upon being advised of a scheduling conflict, the judges involved shall, if necessary, confer in an effort to resolve the conflict. The following factors may be considered in resolving the conflict:

- (1) the nature of the cases as civil, criminal, or juvenile, and the presence of any speedy trial problems;
- (2) the length, urgency, or relative importance of the matters;
- (3) the involvement of out-of-town witnesses, parties, or counsel;
- (4) the age of the cases;
- (5) the matter that was set first;
- (6) any priority granted by rule or statute;
- (7) any other pertinent factor.

c. Sanctions; Payment of Jury Fees: If a postponement is granted in a case set before a jury and the clerk or the jury commissioner is not notified by counsel, or the parties if not represented by counsel, with sufficient time to excuse the jury from attendance, the jury fees and mileage incurred for the entire panel shall be assessed against one or more of the parties in proportions that the trial judge deems reasonable.

Rule 3.6. Settlement and Dismissal of Civil or Family Actions; Sanctions

a. Settlement and Dismissal: After a civil or family law case has been set for trial and the parties have announced settlement without presenting a final judgment to the court, the case shall be placed on the Dismissal Calendar and shall be dismissed without further notice on a day certain, 60 days thereafter, unless before such date, a final judgment is filed and docketed, or upon motion of any party, the court resets the case for trial.

b. Sanctions; Payment of Jury Fees: If a case has been settled and counsel neglects to notify the court in sufficient time to excuse the jury from attendance, sanctions may be imposed.

Rule 3.7. Settlement and Dismissal of Criminal Actions; Sanctions

Sanctions; Payment of Jury Fees: If a criminal case has been settled by plea agreement or dismissal and counsel neglects to notify the court in sufficient time to excuse the jury from attendance, sanctions may be imposed.

Rule 3.9. Voir Dire; Jury Instructions; Jury Interrogatories

a. Voir Dire Questions: Proposed voir dire questions shall be presented to the trial judge, in writing, 10 business days before empaneling the jury. Any objections to the proposed questions shall be submitted 5 business days before empaneling the jury.

b. Jury Instructions--Form and Copies: (1) All requested instructions shall be numbered and shall cite the authorities relied on by counsel in support thereof. In criminal cases, the pertinent parts of the Arizona Rules of Criminal Procedure shall apply. All instructions shall be submitted by electronic means to the court and opposing counsel.

The final jury instructions as approved by the court shall be submitted on plain paper, double spaced, without citation to authorities and without any indication of the party submitting the instruction.

c. Jury Interrogatories: In cases with jury interrogatories, each interrogatory shall be submitted on a separate sheet of plain paper with a blank space for the interrogatory number and double spaced text, and shall not indicate the party submitting the interrogatory.

Rule 3.10. Judgments and Findings

a. Lodging of Judgments: The original of every judgment subject to the requirements of Rule 58(a)(2), Arizona Rules of Civil Procedure, or judgment or decree pursuant to Rule 81, Arizona Rules of Family Law Procedure, shall be lodged with the clerk. A duplicate copy shall be provided to the trial judge and all parties.

b. Representations as to Lodging: The lodging with the clerk of a final written judgment or decree as provided in this rule, constitutes a representation by the party that upon approval and signing of the judgment by the court, the judgment will be promptly filed with the clerk and docketed. The court may impose penalties or sanctions against those who fail or refuse, without good cause, to comply with this rule.

Rule 3.11. Arbitration

Except cases specifically excluded by Rules 72 through 76, Arizona Rules of Civil Procedure, all civil cases that are filed with the clerk in which the court finds or the parties agree that the amount in controversy does not exceed \$40,000, shall be decided by an arbitrator or arbitrators in accordance with the provisions of A.R.S. § 12-133 and Rules 72 through 76, Arizona Rules of Civil Procedure.

RULE 4. FAMILY COURT CASES

Rule 4.1. Appearance by Respondent--Marital Settlement Agreement

The filing of a marital settlement agreement executed by the parties shall not itself constitute an appearance by a respondent and no fee will be charged. If a respondent appears after entry of a decree, respondent shall pay the full filing fee then in effect required by law.

Rule 4.2. Waivers in Domestic Relations Cases

All waivers in Domestic Relations cases must be acknowledged before a notary public or another officer authorized to administer oaths, and shall include a waiver of (a) further time to appear, (b) notice of trial setting, (c) notice of entry of default, (d) entry of default, and (e) entry of judgment. A waiver in compliance with this rule is excepted from payment of any answer or appearance fee.

Rule 4.3. Informing Defaulted Party

In all domestic relations cases, if a decree is entered on default or because of a failure to appear at the time of trial or hearing, the party obtaining the decree shall certify on the decree itself, that within 24 hours the party will mail a copy of the decree to the other party's last known address. Failure to comply with this rule shall not affect the validity of the decree entered, or the time to appeal, or relieve a party from any obligations set forth in the decree. This rule does not apply to cases resulting in default after service by publication.

Rule 4.4. Notice of Withdrawal of Attorney of Record

a. Counsel of Record: Once an attorney has appeared on behalf of a party, that attorney will be deemed attorney of record for that party until such time as the attorney or the party files a Notice of Withdrawal of Attorney of Record as set forth below. Upon filing of such notice, the attorney shall no longer be deemed attorney of record for that party.

b. Withdrawal; Timing and Procedure: When a judgment, decree, or other appealable order in a Family Court case has become final and is no longer subject to appeal, and when there are no pending hearings, trials, or other proceedings before the court, an attorney of record who does not intend to continue representing a party shall file a Notice of Withdrawal of Attorney. The notice shall state that the attorney will no longer represent the party and provide the last known address and telephone number of the party. The attorney shall provide a copy of the notice to all parties.

Rule 4.5. Early Case Management

a. Procedure for Pre-Decree Cases: All cases in which a response has been filed are subject to early case management and alternate dispute resolution procedures as defined by the Presiding Family Law Judge. The assigned Family Court judge may exempt cases from these procedures for good cause.

b. Procedure for Post-Decree Cases: The Presiding Family Law Judge or the Presiding Judge's designee may define the case types, and early case management and alternative dispute resolution procedures authorized by the Arizona Rules of Family Law Procedure in the early resolution of post-decree cases.

c. Required Attendance and Sanctions: All parties subject to early case management or alternative dispute resolution procedures are required to attend any conferences scheduled by the court. The trial court may impose any sanctions allowed by rule or statute on any party who fails to comply.

RULE 5. CRIMINAL CASES

Rule 5.1. Appointment of Mental Health Experts

A motion under Rule 11.2, Arizona Rules of Criminal Procedure, for a mental examination to determine whether a defendant is competent to stand trial or to investigate the defendant's mental condition at the time of the offense, shall be in writing and supported by the moving party's written statement and other available and credible evidence or information setting forth the reasons and factual basis for believing such examination is necessary.

Rule 5.2. Depositions in Criminal Cases

When a defendant is incarcerated in jail and does not waive an appearance, the deposition of a witness taken pursuant to the Arizona Rules of Criminal Procedure shall be noticed and held at either the Pinal County jail or within the Pinal County Courthouse in Florence, Arizona, unless the court orders otherwise.

Rule 5.3. Restoration of Civil Rights; Procedure

a. Applications--State Cases: Applications for restoration of civil rights, or to vacate a plea or verdict, or to dismiss charges in cases filed in this court shall be captioned with the original criminal case number. Applications shall first be presented to the sentencing judge or the judge's successor to obtain an order setting the matter for hearing at least 30 days after the filing of the application, and then filed with the clerk.

b. Applications--Federal Cases: Applications for restoration of civil rights by discharged federal probationers or prisoners shall be filed as a civil action. The applications shall be filed with the clerk to obtain a case number, and then presented to the Presiding Judge to obtain an order setting the matter for hearing. The clerk shall not impose a fee for the filing.

c. Forms: Applicants shall use the appropriate form provided by the clerk for both the application and the order granting the requested relief.

d. Notice of Applications: The clerk shall mail or deliver copies of the applications and order setting the matter for hearing to the Arizona Attorney General, Pinal County Attorney and Adult Probation Department, and United States Probation and Parole Office at the United States District Court in Phoenix, Arizona.

e. Objections or Responses: Objections or responses to applications for restoration of civil rights shall be in written form and a copy shall be mailed or delivered to the applicant or the applicant's representative at least 10 business days before the hearing.

Rule 5.4. Grand Jury Indictments--Remanded Cases

If an indictment is returned by the grand jury in a case previously filed with the clerk that was remanded to the grand jury by court order for a new determination of probable cause, the case shall retain the original case number. The Pinal County Attorney or other prosecuting authority shall advise the court and clerk at the time of the return of the indictment about any case previously remanded.

RULE 6. ATTORNEY/PARTY RESPONSIBILITY TO COURT

Rule 6.1. Duty of Attorneys

a. Notice to Court: Attorneys shall promptly notify the clerk and the Court Administrator, separately and in writing, of the attorney's office address, telephone number, email address, and law firm affiliation if the contact information is omitted from or different from that listed by the State Bar of Arizona. The clerk and the Court Administrator shall promptly note the contact information on the records of their offices, and the date of receipt of that information, and they shall not otherwise be responsible for maintaining contact information for any attorney.

b. Offer of Judgment: After a jury has returned its verdict, counsel shall promptly notify the court of any offer of judgment made pursuant to Rule 68, Arizona Rules of Civil Procedure, that may affect the assessment of jury fees.

c. Cases Submitted for Decision: If more than 45 days has elapsed after a matter has been finally submitted to the court for decision, and no such decision has been rendered, counsel for the parties shall file a notice of impending time limits with the assigned judge.

Rule 6.2. Duty of Self-Represented Litigants

a. Notice to Court: A self-represented party shall, in writing, inform the clerk of the party's current address, telephone number, and email address (if any). The self-represented party has a continuing duty to advise the court of any change in contact information and shall notify the clerk in writing within 10 days of such changes.

b. Cases Submitted for Decision: If more than 45 days has elapsed after a case has been finally submitted to the court for decision, and no such decision has been rendered, self-represented litigants shall file a notice of impending time limits with the assigned judge.

RULE 7. TITLE AND CITATION

The foregoing rules are hereby promulgated as the Local Rules of Practice for the Superior Court of Arizona, in and for Pinal County and shall be cited as “Superior Court Local Rules--Pinal County”.

RULE 8. SUSPENSION OF RULES

In any matter, the court may, for good cause, suspend any of these rules by an order entered in the minutes. Otherwise, no formal changes shall be made to these rules unless agreed to by the Presiding Judge and approved by the Arizona Supreme Court in accordance with Rule 28.1, Rules of the Supreme Court of Arizona.

RULE 9. EFFECTIVE DATE

These rules are effective January 2, 2018, on which date all other local rules previously adopted by this Court are abrogated.