FOR CLERK'S USE ONLY

Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

Lawyer's Bar Number: _____

Representing ☐ **Self, without a Lawyer or** ☐ **Attorney for** ☐ **Petitioner OR** ☐ **Respondent**

SUPERIOR COURT OF ARIZONA
IN COCHISE COUNTY

_____ Case Number: _____

Name of Plaintiff or Petitioner

Title: _____

_____

_____ _____

Name of Defendant or Respondent

Explain what you want the Court to order. The Judge may grant, deny, or change your request (or "motion"). A ruling will be issued by "minute entry."

_____

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_____

Today's Date: _____

_____
Your Signature

Case No. _____

This page must be completed and attached to the LAST page of your Motion/Request

☐ I filed the ORIGINAL of the attached document(s) with the Clerk of the Superior Court in Cochise County: _____ .
Month Date Year

☐ I mailed/delivered a COPY of the attached document(s) to the Judicial Officer assigned to my case, Judge (or Commissioner): _____ , on _____
(Judicial Officer assigned to your case)
Month Date Year

☐ I mailed/delivered a COPY of the attached document(s) on this date:

_____ To: _____
Month Date Year

(You must mail a copy of all documents to the other side and his/her lawyer)

Name of Other Side	Name of Other Side's Lawyer
Address	Lawyer's Address
City, State, Zip	City, State, Zip

By signing below, I state to the Court, under penalty of law, that the information stated on these pages is true and correct to the best of my knowledge and belief.

I further state that I have filed/mailed the attached document(s) as shown above. I understand that if I do not file/mail the attached document(s) as shown above, the judge in my case will not read my request/motion.

_____
Your signature

Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

Lawyer's Bar Number: _____

FOR CLERK'S USE ONLY

Representing ☐ **Self, without a Lawyer or** ☐ **Attorney for** ☐ **Petitioner OR** ☐ **Respondent**

SUPERIOR COURT OF ARIZONA
IN COCHISE COUNTY

_____ Case Number: _____

Name of Plaintiff or Petitioner

ORDER

_____

Name of Defendant or Respondent

When you submit a motion [a request] to the Court, you *may* submit your own proposed version of the Order you want the Judge to sign. IF this motion is a *stipulation* [an agreement or joint request] presented by two or more parties, you MUST submit your own proposed version of the Order.

The Judicial Officer will make a decision on your request and may sign the page that you submitted, or more likely will direct the Clerk to make a "minute entry" recording the decision. A "minute entry" is a note in the records of the Court's proceedings. The minute entry will be printed, reviewed, approved and signed by the Judge, and sent to all parties.

If you have submitted your own proposed Order, you *must* include a copy of the Request and the Order and a stamped envelope addressed to each party who has "entered an appearance" in the case. This means named parties or anyone that has filed papers in the case.

IT IS ORDERED THAT:

_____

_____

_____

_____

_____

_____

_____

_____

_____

DONE IN OPEN COURT: _____.

_____
JUDGE/COMMISSIONER