

**CASE PROCESSING STANDARDS ANALYSIS
SUMMARY CIVIL MATTERS – SMALL CLAIMS**

National Center for State Courts Model Time Standards for Summary Civil Matters:

- 75% within 60 days
- 90% within 90 days
- 98% within 180 Days

Measurement: Filing of initial complaint through disposition (e.g., dismissal, judgment).

Arizona Civil - Small Claims Cases Only

The following standards have been adopted for Small Claims cases:

- 75% within 100 days**
- 90% within 150 days**
- 98% within 180 Days**

Measurement: Filing of initial complaint through disposition (e.g., dismissal, judgment)

Excluded Time: The following may result in a stay of proceedings, and the time elapsed will be excluded from the measurement: bankruptcy and stays granted pursuant to the Servicemembers Civil Relief Act.

Arizona Rules and Statutes	Timelines under Statute and Rule
Petition Filed:	(Measurement Starts Here) Small claims petition filed.
Answer: ARS ¹ § 22-514	The defendant must file an answer within 20 days of the date of service.
Continuances and Trial Procedure: ARS § 22-515 ARS § 22-516	Continuances: Continuances of hearings shall be granted only for good cause. Discovery: Parties are not bound by formal rules of procedure, pleading, or evidence, except for statutory provisions relating to privileged communications. Any evidence deemed material, relevant, and competent may be admitted. Additionally, discovery proceedings may not be used in the small claims procedure.
Trial: ARS § 22-515(A) ARS § 22-520(A)	Hearing date: On the filing of an answer by the defendant, the clerk shall set the action for hearing. The hearing shall be set for a date within 60 days of the filing of the defendant's answer. The clerk shall notify the parties of the time and place of the hearing. The judgment by the justice of the peace or hearing officer must be

¹ Arizona Revised Statutes

	rendered no later than 10 days from the close of the trial. (Measurement Stops Here)
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