

**BOARD OF LEGAL DOCUMENT PREPARERS**

**Meeting Agenda • Tuesday, May 20, 2003**

Arizona Supreme Court • 1501 West Washington Street  
Phoenix, Arizona 85007 • 10:00 a.m. - Noon • Conference Room CLD1

General Inquiries Call: (602) 364-2378 (division line)

Members of the Public May Attend Meeting in Person

**For any item listed on the agenda, the Board may vote to go into Executive Session for advice of counsel and/or to discuss records and information exempt by law or rule from public inspection, pursuant to the Arizona Code of Judicial Administration, Code Section §1-202(C)(5)(b)and (c).**

**CALL TO ORDER ..... Judge Steinle, Chair**

**WELCOME AND INTRODUCTIONS ..... Nancy Swetnam**

< *Introductions of AOC Staff Members Lauren Hargrave and Linda Grau.*

**CERTIFICATION AND ELIGIBILITY ..... Linda Grau**

- < *Review and discussion of Business Certifications Requirements regarding Arizona Code of Judicial Administration §7-208, Subsections (E)(3)(c)(1) and (E)(3)(c)(3).*
- < *Review and discussion of Certification Process and Jurisdictional Issues as applicable to Rule 32 of the Supreme Court of Arizona, Subsections (a)(1) and (a)(2).*
- < *Review of Rule 31 of the Supreme Court of Arizona, Subsection (13) regarding Certified Public Accountants and the Legal Document Preparer Certification.*
- < *Review of Rule 31 of the Supreme Court of Arizona, Subsection (24) regarding Mediators.*
- < *Review of Rule 31 of the Supreme Court of Arizona and 7-208 regarding Certification.*

**REVIEW OF APPLICATIONS ..... Linda Grau**

- < *Information on applications pending for the Legal Document Preparer Program.*
- < *Procedures for Hearing Reviews of 7-208 regarding Hearings for Certification.*

**DATABASE SYSTEM PRESENTATION** ..... *Linda Grau*

<     *Introduction of and information on AOC Legal Document Preparer program database.*

**CALL TO THE PUBLIC** ..... *Judge Steinle, Chair*

**ADJOURN** ..... *Judge Steinle, Chair*