

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF COCHISE**

ADMINISTRATIVE ORDER NO. 2020-004

IN RE: ELECTRONIC FILING DURING PUBLIC HEALTH EMERGENCY

WHEREAS, the Governor of the State of Arizona declared a statewide emergency due to concerns for the spread of the COVID-19 virus; and

WHEREAS, the Chief Justice of the Arizona Supreme Court entered Administrative Order No. 2020-48 provides that any court rule that impedes a judge's or court clerk's ability to use available technologies to eliminate or limit in-person contact in the conduct of court business is suspended through April 17, 2020.

IT IS ORDERED, in an existing Superior Court case which is currently not subject to mandatory e-filing, any document not requiring a clerk's signature and/or seal at the time of filing may be filed by email as an attachment in PDF format. Any form of order submitted with the email filing shall be in Word format. The document shall be deemed as filed when the email is received by the Clerk of the Superior Court.

The document shall be emailed to the following address associated with the division to which the case is assigned:

CochiseDiv1Clerk@courts.az.gov
CochiseDiv2Clerk@courts.az.gov
CochiseDiv3Clerk@courts.az.gov

CochiseDiv4Clerk@courts.az.gov
CochiseDiv5Clerk@courts.az.gov
CochiseDiv6Clerk@courts.az.gov

IT IS FURTHER ORDERED that the Clerk of the Superior Court shall file the emailed document together with a copy of the email to which the document was attached. The document shall be deemed an original document when filed by the Clerk of the Superior Court.

IT IS FURTHER ORDERED that the Clerk of the Superior Court shall email a conformed copy to the party who initially emailed the document. The party initially emailing the document, not the Clerk, shall be responsible for service.

DATED at Bisbee, Arizona, this 23rd day of March, 2020.

James L. Conlogue, Presiding Judge