

IN THE SUPREME COURT OF THE STATE OF ARIZONA
ADMINISTRATIVE OFFICE OF THE COURTS

In the Matter of:)	
)	
COVER SHEET REQUIREMENT FOR)	Administrative Directive
SEARCH WARRANT RETURNS; COURT)	No. 2022 - <u>13</u>
DATA COLLECTION AND REPORTING)	
REGARDING SEARCH WARRANTS)	
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On August 29, 2022, the Arizona Supreme Court entered Rules Order No. R-22-0002 that adopted new Rule 2.6 of the Arizona Rules of Criminal Procedure. The title of Rule 2.6 is “Search Warrant Applications; Data Collection.” The effective date of Rule 2.6 is March 1, 2023.

Rule 2.6(e) is titled “Cover Sheet for the Return” and provides in part:

The return on a warrant must be accompanied by a cover sheet completed and signed by the affiant or the officer returning the warrant. The cover sheet must be in a format, and contain information, as determined by the Director of the Administrative Office of the Courts.

Rule 2.6(f) is titled “Court Data” and provides:

(1) Each court must collect and maintain the following data: (A) the total number of search warrants the court authorized during the reporting period; and (B) the total number of warrants for each of the categories identified in the cover sheets submitted to the court under Rule 2.6(e).

(2) Courts must submit this data as directed by the Director of the Administrative Office of the Courts.

Therefore, and pursuant to this authority,

IT IS DIRECTED adopting the cover sheet in the Appendix and directing that it be posted on the Arizona Judicial Branch website.

IT IS FURTHER DIRECTED that courts must make blank cover sheets available to law enforcement agencies and officers in their respective venues.

IT IS FURTHER DIRECTED that beginning on March 1, 2023, every return of a search warrant, whether submitted to a court in a paper, facsimile, or electronic format, must be accompanied by a completed cover sheet.

IT IS FURTHER DIRECTED that beginning March 1, 2023, every court that receives a search warrant return must file the cover sheet with the return and enter the data from the cover sheet into the case management system.

IT IS FURTHER DIRECTED that beginning in March 2024, non-AJIN courts must annually compile the total numbers in each category of data collected under Rule 2.6(f) for the reporting period and provide these numbers to the Administrative Office of the Courts (AOC) by March 31st of each year, in a manner prescribed by the AOC.

IT IS FURTHER DIRECTED that the first reporting period will be March 1, 2023 to February 29, 2024. Subsequent reporting periods will begin on the first day of March and end on the last day of February of each year.

Dated this 28th day of November, 2022.

DAVID K. BYERS
Administrative Director of the Courts

Appendix

COVER SHEET FOR THE RETURN OF A SEARCH WARRANT	
Court Issuing the Warrant:	Name of Law Enforcement Agency:
Search Warrant Number:	Agency Incident Report Number:
Search Address (if applicable):	Name of Officer Signing This Form:

Criminal Rule 2.6(e) requires an officer or affiant to complete this cover sheet when submitting a return on a search warrant. The definition of “structure” is at the bottom of the page.

Was the search warrant issued for the purpose of obtaining a blood sample from a suspect in a DUI case?

Yes No If the answer is “yes,” just date and sign below.

Did an officer enter a structure to execute the warrant?

Yes No If the answer is “no,” just date and sign below.

- If the answer to the question about a structure is “yes,” check only **ONE** of the following:

1. The warrant authorized an unannounced entry and was executed by an unannounced entry.

2. The warrant authorized an unannounced entry but was executed by knocking and announcing before entry.

3. The warrant did not authorize an unannounced entry and was executed by knocking and announcing before entry.

4. The warrant did not authorize an unannounced entry but was executed by an unannounced entry.

- If the answer to the question about a structure is “yes,” check any of the following that apply:

1. The warrant authorized nighttime service.

2. The warrant was executed at night.

Officer’s Signature

Date

Definitions:

(1) “**Night**” means the period from 10:00 p.m. to 6:30 a.m.

(2) “**Structure**” means any building, place, or vehicle with sides, a door, and a floor, which a reasonable person would believe is used for permanent or temporary lodging or for a business.