

FILED  
12:59 PM  
DEC 14 2021  
CHRISTINA SPURLOCK  
CLERK SUPERIOR COURT  
DEPUTY

In the Matter of:

POLICIES FOR SUBMISSION AND  
MANAGEMENT OF DIGITAL EVIDENCE  
MOHAVE COUNTY SUPERIOR COURT

Administrative Order  
No. 2021 – 59

**WHEREAS** Arizona Supreme Court Administrative Order 2021-142 has authorized the mandatory use of a digital evidence portal for the submission and management of evidence,

**IT IS ORDERED** that pursuant to that Administrative Order, the Mohave County Superior Court shall implement the use of the digital evidence portal on the following schedule by case type:

- Criminal – January 1, 2022
- Juvenile Dependency – February 1, 2022
- Civil – March 1, 2022
- Juvenile Delinquency – April 1, 2022
- Probate / Guardianship – May 1, 2022
- Domestic Relations – June 1, 2022
- All other case types – July 1, 2022

Notwithstanding the implementation schedule above, a judicial officer may, at their discretion, direct the use of the digital evidence portal for evidentiary hearings/trials in any case type prior to the above referenced dates.

**IT IS FURTHER ORDERED ADOPTING THE FOLLOWING:**

Attorneys or party litigants may request the use of the digital evidence portal for the submission of evidence in any case type prior to the above referenced dates; such use may be permitted by the judicial officer presiding over the case.

A case may be opened in the digital evidence portal by the Clerk's Office upon request of an attorney or a party who wishes to submit evidence. An email shall be sent to the Clerk's Office at [MohaveDE@courts.az.gov](mailto:MohaveDE@courts.az.gov) at least three days in advance of any evidentiary hearing/trial so that a case can be opened in the portal for the submission of



evidence. The parties to the case must provide an email address to the Clerk's Office for the purpose of participating in the case in the digital evidence portal.

Physical exhibits which are excluded for any reason or physical exhibits which are to be used for demonstrative purposes must be submitted to the Clerk's Office at least three days in advance of the evidentiary hearing/trial for marking by the Clerk's Office.

Physical exhibits used for demonstrative purposes shall have a corresponding photograph of the exhibit uploaded into the digital evidence portal and given the same exhibit number as the physical exhibit. The actual physical exhibit may then be released to the submitter at the direction and discretion of the judicial officer.

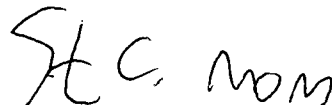
Physical exhibits which are excluded from digital presentation must have a placeholder document in the digital evidence portal and shall be titled in such a manner as to easily identify the exhibit as being in the physical custody of the Clerk's Office.

In addition to the exclusions listed in Administrative Order 2021-142, the following types of evidence shall not be submitted through the digital evidence portal:

1. Any images containing nudity
2. Any evidence as determined by the judicial officer

Exhibits uploaded into the digital evidence portal are subject to the confidentiality rules as identified in Rule 123 or as directed by the judicial officer.

Dated this 14<sup>th</sup> day of December, 2021



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Honorable Steven C. Moss  
Presiding Judge  
Mohave County Superior Court

**Original filed with the Clerk of the Superior Court in Mohave County**