

eFileAZ

View Proxy Designations

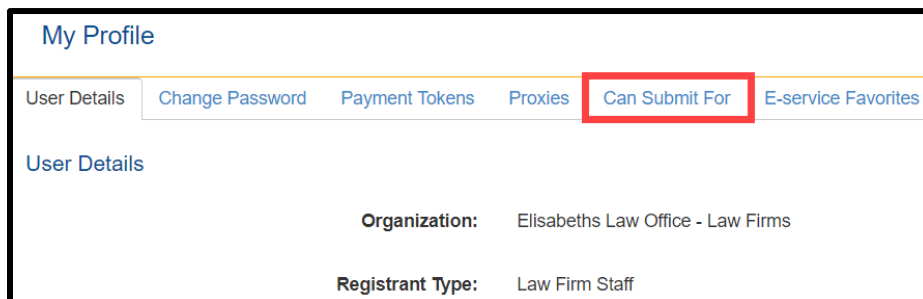
A **user designated as a proxy** has the capability to see a list of all users that have designated the user as a proxy (*i.e.*, granted the user with permission to file on behalf of the other user).

For information about **adding or removing a proxy** designation, see the eFileAZ reference guides available at: <https://www.azcourts.gov/efilinginformation/Training>.

1. Log in to eFileAZ: <https://efile.azcourts.gov>
2. **Hover over My Account** to access the drop-down menu > Select **My Profile**



- a. The My Profile page will open, and the User Details tab will be selected by default
- b. Select the **Can Submit For** tab



- i. A list of users (that have designated proxy permission to the user) will be displayed

 A screenshot of the 'My Profile' page showing a table of users that can be submitted on behalf of. The table has the following columns: Name, Role, Affiliation, and ID #. The table contains two rows of data. Below the table, there is a pagination control showing '1' of 1 pages.

Name	Role	Affiliation	ID #
Lawyer, Elisabeth	Attorney	Elisabeths Law Office	AZ 977786
Attorney, Atticus	Attorney	Elisabeths Law Office	AZ 977783