

eFile AZ Registration for Attorneys and Legal Paraprofessionals

This type of account should be created by (1) an attorney that works as a **sole practitioner, without the assistance of law office staff** or (2) a licensed **Legal Paraprofessional**. To create an organization account for a business that has multiple attorneys, legal paraprofessionals, and/or office staff, see the Organization Account Registration reference guide available at <https://azcourts.gov/efilinginformation/Training/eFileAZ-Training>.

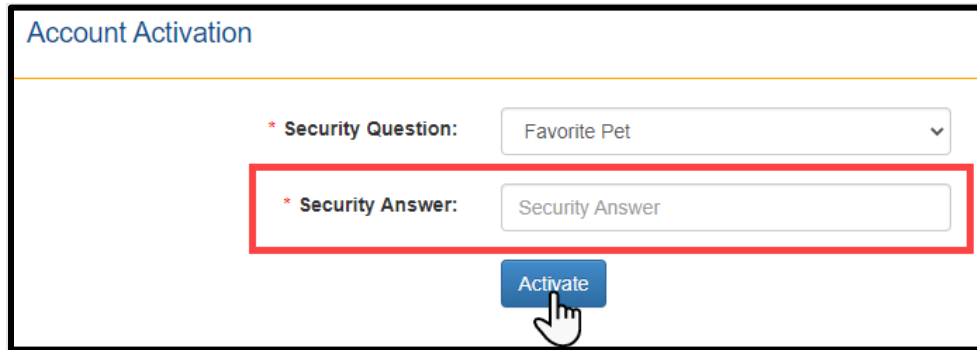
1. Access the website <https://efile.azcourts.gov>
2. In the **Register Now** section, from the **Role drop-down menu**, select **Attorney** > Select the **Register button**



3. *The Account Registration page will open* > **Required fields**, are identified by a red asterisk (*)

CONSENT: By clicking the "Register" button, I understand and agree to the Terms & Conditions governing the use of the Arizona Courts eFiling System. Additionally, by electronically filing through the Arizona Courts eFiling System, I understand and agree to electronic service of court documents submitted on my cases via email at the address(es) I have provided.

- a. *The account activation page will open, and the security question selected during registration will be pre-selected* > Enter the **Security Answer** > Select the **Activate button**



The screenshot shows a web form titled "Account Activation". It contains two main input fields: a dropdown menu for "Security Question" with "Favorite Pet" selected, and a text input field for "Security Answer" containing the text "Security Answer". A red rectangular box highlights the "Security Answer" field. Below these fields is a blue "Activate" button with a hand cursor icon pointing to it.

- i. The user account is activated and ready for use