

IN THE  
**Court of Appeals**  
STATE OF ARIZONA  
DIVISION ONE

**CASE MANAGEMENT STATEMENT  
INSTRUCTIONS**

Arizona Rule of Civil Appellate Procedure 12(d) requires an appellant to file a Case Management Statement in the Court of Appeals within 20 days after distribution of the appellate clerk's initial notice under Rule 12(b). The appellant must file a copy of the judgment/order appealed from with the Case Management Statement. In cases involving multiple appellants, the Court encourages appellants to consult with each other and file a single Case Management Statement. A cross-appellant must file a Case Management Statement within 30 days after the appellate clerk's second notice under Rule 12(c).

Copies of the Case Management Statement must be served on all other parties to the appeal. Failure to file or serve the statement within the time prescribed may result in sanctions, including dismissal of the appeal.

The Case Management Statement assists the parties in identifying common procedural and jurisdictional problems prior to briefing and provides the Court of Appeals with information it needs to process the appeal properly. The statement must be completed fully and accurately. The omission of an issue from a Case Management Statement, however, will not by itself support a motion to strike an argument from the opening brief.