

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

In the Matter of:)	
)	
MODIFICATION OF CIVIL)	Administrative Directive
COVER SHEET FORM)	No. 2018 - <u>07</u>
)	(Amending Administrative
)	Directive No. 2018-05)
)	

Rule 8(g) of the Arizona Rules of Civil Procedure authorizes the Administrative Director to make necessary administrative amendments or corrections to the categories and subcategories associated with the Civil Cover Sheet used by the Superior Court.

Several amendments have been made to the Arizona Rules of Civil Procedure. Effective July 1, 2018, one such amendment requires that civil cases be assigned to discovery tiers. Goal one of the Arizona Judiciary’s strategic agenda, *Advancing Justice Together: Courts and Communities*, is to “ensure court forms and information, whether in electronic or paper form, are easily understandable.” In keeping with this goal, the Civil Cover Sheet appearing in Appendix A has been updated to provide additional direction for selecting discovery tier assignments.

Additionally, the case subcategory of “Credit Card Debt” has been added to the Contracts section of the Civil Cover Sheet to support an Online Dispute Resolution pilot program in Maricopa County.

IT IS DIRECTED that all courts replace the Civil Cover Sheet with the version shown in Appendix A for all civil cases not initiated through e-filing.

IT IS FURTHER DIRECTED that, as a cost-saving measure, any court that has printed copies of the previous version of the form may continue to use those forms in an effort to deplete its inventory; however, all courts must implement the amended form by January 1, 2019.

Dated this 26th day of September 2018.

DAVID K. BYERS
Administrative Director of the Courts

APPENDIX A

**In the Superior Court of the State of Arizona
In and For the County of _____**

Case Number _____

CIVIL COVER SHEET- NEW FILING ONLY
(Please Type or Print)

Plaintiff's Attorney _____

Attorney Bar Number _____

Plaintiff's Name(s): (List all)

Plaintiff's Address:

(List additional plaintiffs on page two and/or attach a separate sheet).

Defendant's Name(s): (List All) _____

(List additional defendants on page two and/or attach a separate sheet)

RULE 26.2 DISCOVERY TIER OR MONETARY RELIEF CLAIMED:

IMPORTANT: Any case category that has an asterisk (*) MUST have a dollar amount claimed or Tier selected. State the monetary amount in controversy or place an "X" next to the discovery tier to which the pleadings allege the case would belong under Rule 26.2.

Amount Claimed \$ _____ Tier 1 Tier 2 Tier 3

NATURE OF ACTION

Place an "X" next to the **one** case category that most accurately describes your primary case. **Any case category that has an asterisk (*) MUST have a dollar amount claimed or Tier selected as indicated above.**

TORT MOTOR VEHICLE:

- Non-Death/Personal Injury*
- Property Damage*
- Wrongful Death*

- Malpractice – Other professional*
- Premises Liability*
- Slander/Libel/Defamation*
- Other (Specify) _____*

TORT NON-MOTOR VEHICLE:

- Negligence*
- Product Liability – Asbestos*
- Product Liability – Tobacco*
- Product Liability – Toxic/Other*
- Intentional Tort*
- Property Damage*
- Legal Malpractice*

MEDICAL MALPRACTICE:

- Physician M.D.* Hospital*
- Physician D.O.* Other*

CONTRACTS:

- Account (Open or Stated)*
- Promissory Note*
- Foreclosure*

- Buyer-Plaintiff*
- Fraud*
- Other Contract (e.g., Breach of Contract)*
- Excess Proceeds – Sale*
- Construction Defects (Residential/Commercial)*
 - Six to Nineteen Structures*
 - Twenty or More Structures*
- Credit Card Debt (Maricopa County Filings Only)*

OTHER CIVIL CASE TYPES:

- Eminent Domain/Condemnation*
- Eviction Actions (Forcible and Special Detainers)*
- Change of Name
- Transcript of Judgment
- Foreign Judgment
- Quiet Title*
- Forfeiture*
- Election Challenge
- NCC – Employer Sanction Action (A.R.S. §23-212)
- Injunction against Workplace Harassment
- Injunction against Harassment
- Civil Penalty
- Water Rights (Not General Stream Adjudication)*
- Real Property*
- Special Action against Lower Courts
(See lower court appeal cover sheet in Maricopa)
- Immigration Enforcement Challenge (A.R.S. §§1-501, 1-502, 11-1051)

UNCLASSIFIED CIVIL:

- Administrative Review
(See lower court appeal cover sheet in Maricopa)
- Tax Appeal
(All other tax matters must be filed in the AZ Tax Court)
- Declaratory Judgment
- Habeas Corpus
- Landlord Tenant Dispute – Other*
- Declaration of Factual Innocence (A.R.S. §12-771)
- Declaration of Factual Improper Party Status
- Vulnerable Adult (A.R.S. §46-451)*
- Tribal Judgment
- Structured Settlement (A.R.S. §12-2901)
- Attorney Conservatorships (State Bar)
- Unauthorized Practice of Law (State Bar)
- Out-of-State Deposition for Foreign Jurisdiction
- Secure Attendance of Prisoner
- Assurance of Discontinuance
- In-State Deposition for Foreign Jurisdiction
- Eminent Domain – Light Rail Only*
- Interpleader – Automobile Only*
- Delayed Birth Certificate (A.R.S. §36-333.03)
- Employment Dispute – Discrimination*
- Employment Dispute – Other*
- Verified Rule 45.2 Petition
- Other (Specify)* _____

EMERGENCY ORDER SOUGHT:

- Temporary Restraining Order
- Provisional Remedy
- OSC
- Election Challenge
- Employer Sanction
- Other (Specify) _____

COMMERCIAL COURT (Maricopa County Only)

This case is eligible for the commercial court under Rule 8.1, and plaintiff requests assignment of this case to the commercial court. More information on the commercial court, including the most recent forms, are available on the court's website at <https://www.superiorcourt.maricopa.gov/commercial-court/>.

Additional Plaintiff(s)

Additional Defendant(s)
