

How to Retrieve eServed Documents in eFileAZ

Electronic Service allows filers to provide document notification electronically to parties in a case. eService prevents filers from having to mail documents out directly.

PLEASE NOTE: You will not be able to access your document without being logged in eFileAZ through the same web browser you received the eservice email notification.

Please follow the steps below when you receive notification of eServed documents.

1. When you have been eserved with documents, you will receive an email from: noreplydevqa@courts.az.gov. The email contains three sections listed below. The first section is informing you that you have been eserved with case number information provided in the subject line of the email. The body of the email lists any additional recipients the filer selected for service.



E-service recipients selected for service:

Name	Email Address
Jacques Porter	jporter@courts.az.gov
Nicole Laconte	nlaconte@courts.az.gov

2. Filing Information contains the filing number, filing date/time, filer name and phone number, court Location, case Number and the case style Information.

Filing Information

Filing #: 158659

Filing Time: 02/13/2019 01:35:22 PM ET

Filer: Jillian Law 520-555-7777

Court: Yavapai County - Prescott County, Arizona

Case #: P1300CV201800518

Case Style: Laurel Fitzhugh vs Gerald Longhi et al.

3. Instructions are provided for document retrieval. You must be logged in/registered in eFileAZ in the same browser you received your eservice email notification through. Once you have confirmed that you are logged in successfully through the same browser, please return to your eservice notification email and select the hyperlink to open your documents.

Documents

While logged into eFileAZ, click on the document title hyperlink below. You will be taken to the eFileAZ application where you can then retrieve your document. NOTE: You will not be able to access the document without being logged into your eFileAZ account and can only gain access to the document through the hyperlink below:

Title	File
Motion To Amend	DOCX-Motion.docx
Proposed Order	DOCX-ProposedOrder.docx
Proposed Hearing	DOCX-Proposed Notice of Hearing.docx

Trouble accessing your documents

If you are having trouble accessing your documents through the eservice notification email, please contact AOC Support Center at 602-452-3519 or 800-720-7743, or email support at:

PAsupport@courts.az.gov.