

How to Submit Proposed Documents in AZTurboCourt

All counties other than Maricopa and Pima

Proposed documents can be submitted as a connected (supporting) document to one of the following main / lead documents:

- Motion (any)
- Notice of Filing: Proposed Order
- Notice of Filing: Proposed Judgment
- Notice of Filing: Proposed Notice of Hearing

Submitting a *Proposed Document* as a connected (supporting) document

Allowed formats: docx, odt

1. In [Section 3: Action Information](#), on the [Main Document – Select](#) screen, select the Document Category that best describes your lead document (Motion or Notice), then select the appropriate document description from the drop-down menu. Note that the document type must be one of the following:
 - Motion (any)
 - Notice of Filing: Proposed Order
 - Notice of Filing: Proposed Judgment
 - Notice of Filing: Proposed Notice of Hearing

Change Section 1 Section 2 Section 3 Section 4 Complete
Your Venue Getting Started Filer Information Action Information Preview & Print Your Filing

● Main Document - Select

Main Document - Select

Important: Summons is automatically generated for any new Defendant case participant.
Click to read special instructions for filing a proposed order, proposed judgment, or proposed notice of hearing.

Document category: * Notice

Main document: * NOTICE OF FILING: PROPOSED JUDGMENT

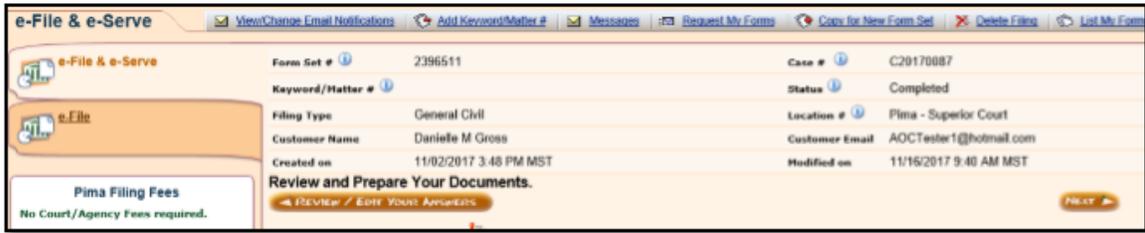
Check here if you need to file a Subpoena with this submission

Check here if you need to add a new case participant

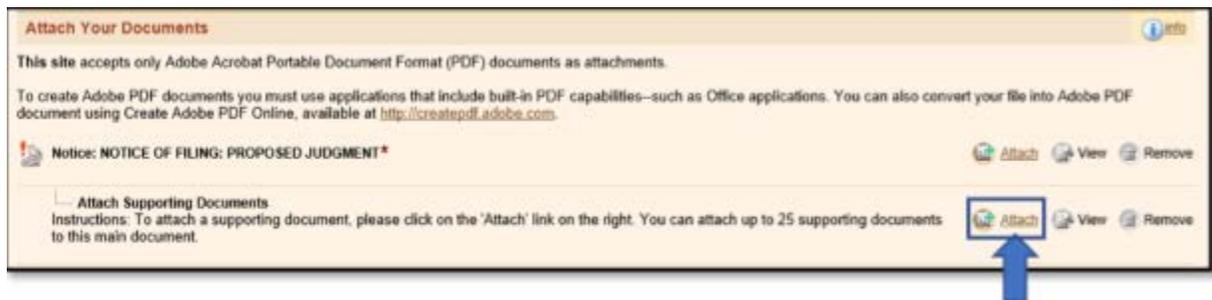
Clicking the **Next** button automatically saves the data to your TurboCourt account.

PREVIOUS NEXT

2. Attach your main document on the [Review and Prepare Your Documents](#) screen. Click on the [Attach](#) link next to the document title under the [Attach Your Documents](#) section



3. Attach your proposed document as a supporting document. Click on the [Attach](#) link next to [Attach Supporting Documents](#)



- A. Make the appropriate selection for Document Type from the following options:
 - I. Proposed Hearing
 - II. Proposed Judgment
 - III. Proposed Order

Attach Supporting Document

See below for the file types allowed, eg. PDF (Adobe Acrobat PDF) files Or DOCX (Word2007 and later), and ODT (OpenDocument) and instructions for attaching your document and instructions for attaching your document.

Allowed attachment extensions: pdf,docx,odt

Main Document: Notice: NOTICE OF FILING: PROPOSED JUDGMENT

Document Type *

Description of Document (i.e. Exhibit A) *

Attach Supporting Document

- B. Enter the document title without special characters.
- C. Press the Browse button. A pop-up window will open. Select your saved file from the Choose File to Upload dialog box and press the Open button. You can upload any single file up to 9.5MB.
- D. Press the Save button. Depending on the size of your file, this attachment process could take several minutes. When the attachment process is completed, this Attach Document window will automatically close.

Attach Supporting Document

See below for the file types allowed, eg. PDF (Adobe Acrobat PDF) files Or DOCX (Word2007 and later), and ODT (OpenDocument) and instructions for attaching your document and instructions for attaching your document.

Allowed attachment extensions: docx,odt

Main Document: Notice: NOTICE OF FILING: PROPOSED JUDGMENT

Document Type *

Description of Document (i.e. Exhibit A) * 

Attach Supporting Document [Browse...](#)
