

SUPERIOR COURT OF ARIZONA  
MARICOPA COUNTY

CV 2025-060700

12/11/2025

HONORABLE MICHAEL J. HERROD

CLERK OF THE COURT  
E. Valadez  
Deputy

STEVE PANDI

STEVE PANDI  
6940 W VOLTAIRE AVE  
PEORIA AZ 85381

v.

CROWN POINT HOMEOWNERS ASSO, et al.

CROWN POINT HOMEOWNERS ASSO  
NO ADDRESS ON RECORD

BETH MULCAHY  
COMM. RICHARD ALBRECHT  
JUDGE HERROD

**DEFAULT REFERRAL**

This Court has received Plaintiff's e-filed/ filed Application/Motion for Default against defendant(s), **Crown Point Homeowners Association**, in the above-captioned case.

**IT IS ORDERED** that no action will be taken by this division on the above-referenced document(s).

**IT IS FURTHER ORDERED** Plaintiff shall provide a copy of any and all filings to the Court and all parties. Whether by mail or electronically, if using the e-filing system.

The parties are advised that commissioners handle Rule 55(b) Default Judgment proceedings and that the default proceedings in this matter are to be heard by **Commissioner Richard Albrecht**.

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**IT IS FURTHER ORDERED** that all documents necessary to support the entry of a default judgment must be either e-filed or filed in paper form.

Pursuant to the Maricopa County eFiling Guidelines, section 2.09, attorneys shall electronically file all the documents required to request a default judgment, such as the Application for Entry of Default, Motion for Entry of Default Judgment, Sum Certain Affidavit, Application for Attorneys' Fees when appropriate, and Statement of Costs.

Self-represented litigants are exempt from any mandatory eFiling requirements but may eFile if they prefer.

Attorneys and Self-Represented Litigants must submit a default judgment packet required by the Court, including the documents identified on the default judgment packet coversheet in paper to the assigned commissioner's division.

**A commissioner will not act upon a Motion for Entry of Default Judgment until the default judgment packet with all the required documents has been received by the division in paper form.**

If the paper packet is not received by the above-named Commissioner division by **February 9, 2026**, the matter will be dismissed without prejudice for lack of prosecution as to the defaulted party.

You may wish to review the following resources for additional information regarding the default process:

**Applications for Default**

[https://superiorcourt.maricopa.gov/llrc/cv\\_cvc6/](https://superiorcourt.maricopa.gov/llrc/cv_cvc6/)

**Motions**

<https://superiorcourt.maricopa.gov/media/n30m54ah/gn10fz.pdf>

**Civil Default Checklist**

<https://superiorcourt.maricopa.gov/media/jitjlp0s/cvc50fz.pdf>

**Civil Court Administration Processing Information**

[civil-department-post-filing-information-and-instructions.pdf \(maricopa.gov\)](https://superiorcourt.maricopa.gov/media/jitjlp0s/cvc50fz.pdf)