

Document Deadlines

Litigant

Sandra Rodriguez

Case Management Statement Due Date

February 4, 2025

Arizona Rules of Civil Appellate Procedure Rule 12(d) requires an appellant to complete and timely file a case management statement with the Clerk's Office. The form may be found here:

[https://www.azcourts.gov/Portals/89/Forms/Case%20Management%20Statement%202023%20\(3\).pdf?ver=zPbd1QsL_vnSrwDVWVwp7Q%3d%3d](https://www.azcourts.gov/Portals/89/Forms/Case%20Management%20Statement%202023%20(3).pdf?ver=zPbd1QsL_vnSrwDVWVwp7Q%3d%3d)

Litigant

Sandra Rodriguez

Opening Brief Due Date

March 17, 2025

Focus HOA. et al.'s Answering Brief will be due 40 days after service of the Opening Brief.

Arizona Rules of Civil Appellate Procedure Rules 13, 14 and 15 provide specific information regarding the content of briefs, deadlines and service.

Transcripts

Pursuant to Arizona Rules of Civil Appellate Procedure Rule 11, parties are responsible for ordering any necessary transcripts that were not previously filed as part of the official record.

Parties are responsible for filing any ordered transcripts with the Court of Appeals as well as serving other parties involved in the case within 5 days of receipt (ARCAP Rule 11.1(d)).

Additional General Information

Attorneys are required to electronically file documents through the following link:
<https://turbocourt.com/?p=home> (self-represented litigants have the option of filing through the electronic filing portal, through the U.S. mail or by visiting the Clerk's Office).

Regularly updated information regarding the status of this case can be found by visiting:

<https://www.azcourts.gov/appellatecourtcases>

A summary of policies affecting procedural matters in this court may be viewed here:

<https://www.azcourts.gov/coa1/Filer-Information/Policies/Civil-Appeals>
<https://www.azcourts.gov/coa1/Filer-Information/Policies/Civil-Appeals>

Pursuant to A.O.s 2020-02 and 2020-03, the court expects briefs to be filed timely and will only grant motions for extension of time for good cause. Absent an order granting an extension of time, briefs will be deemed untimely if they are not filed by the due date.

If you plan to request an extension of time, please review the Court's policy prior to submitting your request. Motions requesting extensions should be filed well in advance of the due date so they can be processed prior to the due date. The court will not provide short-term extensions solely to consider a motion for extension of time

YOU MAY BE ELIGIBLE FOR LEGAL ASSISTANCE: If you reside in Maricopa County and cannot afford an attorney, you may qualify for assistance. For general information regarding assistance that may be available, please visit:

<https://www.azcourts.gov/coa1/Resources/Representation-for-Indigent-Parties>

The Court of Appeals, Division One offers subscription lists to receive emails regarding new opinions and informational news items. Interested persons can text "COA1INFO" to 22828 to sign up for both opinions and news. Individuals wishing to receive only opinions or only news may visit the website: <https://www.azcourts.gov/coa1> and click on "subscribe".

An overview of methods of payment can be found here:

<https://www.azcourts.gov/coa1/FilerInformation/Fees>

Should an individual be unable to pay filing fees, a request to defer or waive fees may be made by filing an Application for Fee Deferral or Waiver which can be found here:

https://www.azcourts.gov/Portals/89/Forms/AOCDFGF1F-011724.pdf?ver=14Iu_IBiwDulkILNGIE8kw%3d%3d

Should you have procedural questions, the Clerk's Office may be contacted at (602) 452-6700, through inform@appeals.az.gov or by sending mail to:

Court of Appeals, Division One
Suite 203
1501 W. Washington
Phoenix, AZ 85007

Please note that the Clerk's Office cannot provide legal advice.

A copy of the foregoing notice was sent to:

Sandra Rodriguez
Augustus H Shaw IV
Hon Jeff Fine

Unless otherwise noted, notices were sent electronically to the email address(es) on file for the individuals listed.