

Justice of the Peace, Precinct No. 1, County of Santa Cruz
2160 N. Congress, Ste. 2100, Nogales, AZ. 85621 (520)375-7760

Public Records Request

Arizona Code of Judicial Administration, Section 1-605(D)(2)(b) states, "Requestor will not use or sell data for the purpose of commercial solicitation of any individual named in the data.

Pursuant to ARS 38-421(B), alteration or removal of documents from the court file or removal of the file from the courthouse is a Class 6 felony punishable by fine, imprisonment or both.

PURSUANT TO RULE 29, RULES OF THE SUPREME COURT, AND THE RECORDS RETENTION AND DISPOSITION SCHEDULE FOR USE BY LIMITED JURISDICTION COURTS, ARIZONA CODE OF JUDICIAL ADMINISTRATION 4-302, A.R.S. 12-771 AND 12-772, SOME RECORDS MAY NOT BE AVAILABLE DUE TO DESTRUCTION.

Name (Print Legibly)

Date

Address

City, State, Zip Code

Plaintiff/Defendant Name

Contact Telephone Number(s)

Case Number(s)

- Non-Commercial Purpose Commercial/Solicitation Purpose Superior Court ID Case

For what **commercial purpose** will you use this information (please explain in detail)?

_____.

Under provisions of ARS§ 39-121, Public Records Law, I am requesting that the Santa Cruz County Justice Court release the requested public records to me, as authorized by law.

Requestor Signature

All requests for public records will be processed as soon as possible but no later than three business days. Per Rule 123 of the Arizona Supreme Court all "**confidential**" or "**closed**" documents will be removed prior to viewing a case file. If copies are requested, the clerk will redact any "confidential" information prior to release.

For Court Staff Only

Located file(s) Processed by: _____ Date: _____

Unable to locate file Notified Requestor: Telephone call (date/time) _____ In person

Request Denied pursuant to ACJA, Section 1-605 and Arizona Supreme Court Rule 123. You are entitled to an administrative review of this court's denial. The administrative review must be filed with the court in writing within 10 business days from the date denied. The presiding judge will make a decision and you will be notified within 10 business days from the date of request.

Processed by: _____ Date: _____

Applicable Fees: \$ 24.00 research fee. \$ 24.00 for Certified Copy per case.