



MARICOPA COUNTY SUPERIOR COURT: TAX DEPARTMENT

Modified Tax Department Operations during COVID-19 Pandemic

UPDATE FROM THE TAX DEPARTMENT ARIZONA STATE SUPERIOR COURT: MARICOPA COUNTY

- 1** **Masks or face coverings as directed by court personnel are required for all individuals** inside the court facility. Any person who refuses to wear a mask or face covering as directed by court personnel will be denied access to the facility.
- 2** **Health screening is required at points of entry.**
- 3** **Good cause exists to waive any personal appearance at a settlement conference** set pursuant to Rule 16.1(c) of the Arizona Rules of Civil Procedure and Rule 3.11(a) of the Maricopa County Local Rules.
- 4** **Tax Judicial Officers** will continue to have access to electronically filed documents, and judicial officers will continue to review, consider, and rule on pleadings. If hearings need to be set or a judicial officer determines that oral argument is appropriate or required, the proceeding will be set presumptively to occur telephonically or by video conference.
- 5** **Judicial Officers** currently assigned to Tax calendars will cover other essential calendars. Therefore, delays in processing your rulings may occur
- 6** **Calls and emails will be answered;** however, many staff members and tax administrative staff are teleworking.
- 7** **If filing an ST or TX emergency,** after filing, please place a copy in the assigned judicial officer's* inbox outside their courtroom. All TX filings that are currently filed electronically should continue to be filed electronically. All non-emergency ST or TX filings that cannot be filed electronically should be filed with the clerk and a copy placed in the assigned judicial officer's* division inbox outside their courtroom.
- 8** **Any request for a fee deferral or waiver not granted** by the Special Commissioner will be sent by the Clerk of Court to a Judge for review. A staff member will contact you and let you know if the application has been approved or denied. If approved, return to the Clerk of Court filing counter to proceed with your paperwork. If you do not hear within one hour, please inquire at 602-506-6391.

*To confirm judicial assignment, please visit:

www.superiorcourt.maricopa.gov/docket/CivilCourtCases/caseSearch.asp or call 602-506-1497

We provide **tax forms** and a **tax records cover sheet**.