

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF MARICOPA**

IN THE MATTER OF SEALING RECORDS)
FOR ACCESS IN PAPER FORMAT ONLY)
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ADMINISTRATIVE ORDER
NO. 2014-120

Maricopa County Superior Court Local Rules 2.19 and 2.20 allow any person to request that court records be sealed. These rules allow judicial officers to seal records based on compelling interests that outweigh the public interest in access to the records.

The orderly administration of justice may require internal access to records. Arizona Supreme Court Rule 123(c)(5) states "Arizona judicial officers, clerks, administrators, professionals or other staff employed by or working under the supervision of the court shall have access as needed to carry out their assigned duties and as directed by their supervisor."

Judicial officers may identify circumstances that require a record to be sealed subject to a degree of confidentiality that prevents other judicial officers and judicial staff from accessing the records. The Clerk of the Superior Court can provide this additional restriction by limiting access to the sealed records in paper format only, subject to specific approval before allowing access for any purpose. Therefore,

IT IS ORDERED that any document or file that a judicial officer orders to be sealed and not accessed electronically shall only be made available in paper format upon the additional approval of the presiding judge of the superior court, the associate presiding judge, or the judicial officer's departmental presiding judge. Such sealed files and documents shall thereafter only be accessed in paper format with the approval of the judicial officer currently assigned to the case, the presiding judge of the superior court, the associate presiding judge, or the judicial officer's departmental presiding judge.

IT IS FURTHER ORDERED that any document or file that has been approved for sealing and access in paper format shall only be unsealed or made available for electronic access as provided in Maricopa County Superior Court Local Rules 2.19 and 2.20 with the approval of the judicial officer currently assigned to the case, the presiding judge of the superior court, the associate presiding judge, or the departmental presiding judge of the judicial officer assigned to the case.

Nothing in this Order restricts or prohibits the public from petitioning the court to access sealed records.

Dated this 24th day of September, 2014.

/s/ Norman J. Davis

Norman J. Davis
Presiding Judge

Original: Clerk of the Superior Court

Copies: Superior Court Judges and Commissioners
Hon. Michael K. Jeanes, Clerk of the Superior Court
Raymond L. Billotte, Judicial Branch Administrator