

## Feedback

*What if I have a complaint or compliment about the conduct of an employee who works at the Superior Court?*

If you want to report the conduct of someone who works at the court, write a letter to his or her supervisor with the following information:

The name of the employee; explain what happened; when it happened; and, what was wrong or right about the employee's conduct.

If the complaint or compliment is about a person who works in a judge or commissioner's office, write a letter to that judge or commissioner at:

### **Name of Judge or Commissioner**

Superior Court of Arizona  
201 West Jefferson  
Phoenix, AZ 85003

### **For employees who work in Court Administration:**

#### **Raymond Billotte**

Court Administrator  
Judicial Branch Arizona in Maricopa County  
125 W. Washington, 5th Floor  
Phoenix, AZ 85003

### **For employees of the Clerk of the Superior Court:**

#### **Hon. Michael Jeanes,**

Clerk of the Superior Court of Arizona  
201 West Jefferson  
Phoenix, AZ 85003

### **Court and Self-Service Center Locations:**

- 201 W. Jefferson Street, Phoenix, AZ
- 222 E. Javelina Drive, Mesa, AZ
- 14264 W. Tierra Buena Lane, Surprise, AZ
- 18380 N. 40th Street, Phoenix, AZ

## Self-Service Center

The Self-Service Center is designed to help you help yourself in court. The Center has hundreds of forms for various court processes in both English and Spanish languages and information about procedures and legal resources. Visit one of the four Self-Service center locations or on the Self-Service Center website at:

**[www.superiorcourt.maricopa.gov](http://www.superiorcourt.maricopa.gov)** to find out more.

You will also find information about lawyers and other community providers who may help you help yourself.

*The Self-Service Center cannot give you legal advice or represent you in court, but it can provide you with legal information and direct you to resources, including lawyers who may help you help yourself.*

## Law Library

The Maricopa County Superior Court Law Library also has self-help resources, legal books and books with some court forms. You can visit the Law Library at the Downtown location, access information online at:

**[www.superiorcourt.maricopa.gov/lawlibrary](http://www.superiorcourt.maricopa.gov/lawlibrary)**, or call a librarian at: **(602) 506-3461**

## Protective Order Centers

Domestic violence and injunction against harassment forms are available at the Protective Order Center. The Protective Order Center also provides resources to help individuals understand and navigate the process of obtaining protective orders to prevent domestic violence or harassment. Protective Order Centers are located at the Downtown, Northeast, Northwest and Southeast Superior Courts.

# Answers for Court Customers



Superior Court of Arizona  
Maricopa County

## What if I do not agree with the decision a Maricopa County Superior Court judge or commissioner made in my case?

The course of action that is best for you depends on many things, such as what the judge decided, how the decision was made and when the decision was made in your case. For example, if you disagree with the final judgment of the court, you may be able to appeal the decision to an Arizona appellate court. The Arizona appellate courts are the Court of Appeals and the Supreme Court. Usually, you must file first in the Court of Appeals, although there are some exceptions to this rule. Appeals in civil cases, which include family law cases, are covered by the Arizona Rules of Civil Appellate Procedure, which may be found in any public library in a book entitled Arizona Rules of Court. Different rules, also found in the Arizona Rules of Court, apply in juvenile and criminal cases. There are time limits that must be followed for appeals to be heard.

If you disagree with a decision in your case that is not a final judgment, you may be able to ask an Arizona appellate court to review the decision by filing a Petition for Special Action. These are not automatically heard and it is up to the Appellate Court whether to hear them or not at this stage.

Some other options provided for in the Arizona Rules of Court for civil cases include a Motion for Reconsideration (Rule 7.1, Arizona Rules of Civil Procedure; Rule 35D, Rules of Family Law Procedure) and a Motion for a New Trial (Rule 59, Arizona Rules of Civil Procedure; Rule 83, Rules of Family Law Procedure). Filing a Motion for Reconsideration will not extend the time limit to file an appeal. All of these rules may be found in any public library or the Superior Court Law Library in a book entitled Arizona Rules of Court.

## What if I have a complaint about how the judge or commissioner acted or treated me or others in my case?

The Commission on Judicial Conduct investigates complaints about the misconduct of judges or commissioners. The Commission on Judicial Conduct does not review a judge or commissioner's decisions.

To find out more about filing a complaint:

### Commission On Judicial Conduct

1501 West Washington, Suite 229  
Phoenix, AZ 85007  
Phone: (602) 452-3200  
<http://www.azcourts.gov/azcjc/moreinformation/cjcfac.aspx>

## Can I talk privately with a judge or commissioner about my case?

No, that is known as *ex parte* communication. Court procedures have been well developed to make the entire judicial process as fair as possible. One side speaking privately with a judge or commissioner may give the impression that the judge or commissioner is favoring one side over the other.

## Can another Maricopa County Superior Court judge or commissioner review or change a decision by the judge or commissioner in my Superior court case?

Generally, no Superior Court judge has the authority to review or change the decision of any other Superior Court judge or commissioner. A Superior Court judge *can* review, overrule, or change the decision of a lower court judge (Municipal or Justice of the Peace Court) if that case has been appealed to the Superior Court.

## What if I want a different judge or commissioner to hear my case?

That depends on many factors. Changing to a different judge or commissioner is only possible under certain circumstances and time frames. For example, when a case is newly assigned to a judge, you may change your judge by filing a Notice of Change of Judge with the assigned judge. You do not have to state why you are requesting the change. However, this notice must be filed before any hearings have been held in your case. For civil cases, including family law cases, the rule that applies is Rule 42(f)(1) of the Arizona Rules of Civil Procedure. For juvenile cases, the rule that applies is Rule 2(b) of the Arizona Rules of Procedure for the Juvenile Court. For criminal cases, the rule that applies is Rule 10.2 of the Arizona Rules of Criminal Procedure.

If you have a reasonable factual basis to believe that a judge is biased or prejudiced against you, you may be able to have your case sent to another judge by filing a Motion for Change of Judge for Cause.

This motion is decided by a judge other than the assigned judge.

The motion must include an affidavit and meet the requirements of Rule 42(f)(2) of the Arizona Rules of Civil Procedure; Rule 2(A) of the Arizona Rules of Procedure for the Juvenile Court; or Rule 10.1 of the Arizona Rules of Criminal Procedure. Disagreement with the judge's decision is not a valid basis for changing the judge under these rules. Again, these rules may be found in most public libraries in a book entitled Arizona Rules of Court. It is important to remember that you cannot select a particular judge. Judges are randomly assigned to cases.