IN THE SUPREME COURT OF THE STATE OF ARIZONA

In the Matter of:	)	
	)	
DISPOSITION OF CIVIL OFFENSES	)	Administrative Order
BY COURT CLERKS	)	No. 2014 - 102
	)	
	)	
	)	

It is in the interest of the efficient administration of justice and good public service that courts dispose of civil offenses efficiently and without unnecessary delay or inconvenience to those ticketed or charged with these offenses. With appropriate judicial direction, oversight, and training, disposition of many civil offenses may be performed as a ministerial duty of court clerks.

Therefore, pursuant to Article VI, Section 3, of the Arizona Constitution,

IT IS ORDERED that the presiding judge of each court may provide by administrative order for a clerk to grant prescribed continuances and prescribed dispositions of civil traffic and other civil offenses consistent with law, when a defendant has satisfied the criteria stated in the order, including provision of acceptable forms of proof.

IT IS FURTHER ORDERED that a case presented for extension or disposition as authorized by the local court's administrative order shall instead be referred to a judicial officer for resolution if:

a. The authenticity of any documentary evidence is at issue,
b. The defendant requests the opportunity to be heard by a judge, or
c. The clerk is presented with any issue for which specific direction is not provided in the local court's administrative order.

IT IS FURTHER ORDERED that the Administrative Director of the Administrative Office of the Courts shall approve a model template to be provided to local courts to use and customize as necessary consistent with this Order.

Dated this 29th day of October, 2014.

SCOTT BALES
Chief Justice