



Supreme Court of Arizona
Administrative Office of the Courts
Court Services Division
1501 West Washington, Suite 410
Phoenix, AZ. 85007

MEMORANDUM

To: Limited Jurisdiction Court Presiding Judges
Limited Jurisdiction Court Administrators
Superior Court Clerks
Municipal and Justice Court Chief Clerks
Field Trainers

Cc: Court Services

From: Marcus Reinkensmeyer, Director Court Services Division

Date: July 10, 2018

Re: **Civil Judgments; LJ Retention Schedule Changes**

This memorandum serves to notify all limited jurisdiction courts of changes to the retention schedule for civil judgments in ACJA § 4-302, effective August 3, 2018. The legislature passed, and the Governor signed HB2240 which increases the time for execution of civil judgments and renewal of civil judgments from 5 years to 10 years. This required changes to record series numbers 9, 10, and 11 of ACJA § 4-302 from 6 years to 11 years. (See AO 2018-53, attached)

Judgments entered or renewed on or after August 2, 2013, are subject to the new legislation, and thus subject to the new retention schedule.

The AOC has completed changes reflecting the increased retention periods in AZTEC. Changes to AJACS are in progress. All non-ACAP courts will need to make updates to their retention practices accordingly.

Please contact Jennifer R. Albright at (602) 452-3453 or jalbright@courts.az.gov, if you have any questions.

Enclosures: 2

Thank you for your assistance in this matter.

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