

1 [Firm Name]  
[Firm Address]  
2 [Firm Phone Number]  
[Firm Fax]  
3 [Firm Email]  
[Attorney Name and Bar Number]  
4 Attorney for Plaintiff(s)/Defendant(s)

5 Arizona Superior Court, Maricopa County

6 **[Plaintiff Name(s)],**

7 Plaintiff(s),

8 v.

9 **[Defendant(s)],**

10 Defendant(s).

Case No.

**REQUEST TO CLERK TO RETAIN  
LODGED DOCUMENT FOR  
APPELLATE REVIEW**

Assigned to the Hon. [Judge]

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12  
13 **TO THE CLERK OF THE COURT:**

14 Pursuant to Ariz. R. Civ. P. 5.4(f)(2)(A) (Jan. 2018), [identification of requesting party]  
15 hereby requests the Clerk of the Court to retain the copy of the document lodged with the  
16 Court that is the subject of the [Motion/Stipulation] filed [date of filing] and the Court's  
17 Order [description of order denying sealing], to permit appellate review of the Court's  
18 Order.

19  
20 As provided in Ariz. R. Civ. P. 5.4(f)(2)(A) (Jan. 2018), on receipt of this request the  
21 Clerk of the Court must maintain the lodged document under seal until this request is  
22 withdrawn or the time for appeal expires, or until such other time as may be ordered by  
23 the superior court or the appellate court.

24 Dated this [Day] of [Month], [Year].

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26  
27 By \_\_\_\_\_

[Attorney]  
[Firm Name]  
[Firm Address]  
Attorney for Plaintiff(s)/Defendant(s)

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On [Date], undersigned:  
[Filed/E-filed] the original;  
[Mailed/Emailed/Hand Delivered] a  
copy to:  
• [Opposing Counsel]  
[Address]

/s/[Attorney]

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