

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, Yavapai County

6 **[Plaintiff Name(s)],**
7 Plaintiff(s),
8 v.
9 **[Defendant(s)],**
10 Defendant(s).

Case No.

**REQUEST TO CLERK TO DISALLOW
PUBLIC ACCESS TO A DOCUMENT
PENDING JUDICIAL REVIEW**

Assigned to the Hon. [Judge]

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

14 Pursuant to Ariz. R. Civ. P. 5.4(e)(3)(C) (Jan. 2018), [identification of requesting party]
15 hereby requests the Clerk of the Court to disallow public access to the following
16 document(s) filed in this case: [identification of document by title, date and docket
17 number]

18 The basis for this request is that a [Motion to File Document(s) Under Seal/Stipulation
19 and Request for Court Order Authorizing Document(s) to be Filed Under Seal], filed on
[date of filing] by [name of submitting party or person], is pending before the Court,
20 which asks the Court to enter an order authorizing the above-identified document(s) to be
filed under seal.

21 A copy of the document(s) that is the subject of the request to seal has been lodged with
22 the Court pursuant to Ariz. R. Civ. P. 5.4(e)(2) (Jan. 2018). As provided in Ariz. R. Civ.
23 P. 5.4(e)(3)(C) (Jan. 2018), on receipt of this request the Clerk of the Court must disallow
24 public access to the document identified above until the Court rules on the pending
request to seal.

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

26
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28 By _____
[Attorney]
[Firm Name]

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

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

_____/s/[Attorney]