

Procedures: What to do with the Motion to Quash when you have completed it
(Criminal case type only)

Step 1 Copies

Make three (3) copies of your Motion.

Step 2 File the original motion with the Clerk of Superior Court and ask to have the 3 copies stamped. These are called “conformed copies” and serve as proof the original was filed

Step 3 Processing your motion in person

Deliver one (1) copy of the Motion to the Judge assigned to your case and one (1) copy of the Motion to the County Attorney.

Downtown – Maricopa County Attorney & Judicial drop off boxes are currently located in the Central Court Building, 2nd floor.

Mesa - County Attorney & Judicial drop off boxes are currently located in Suite 1350, 1st floor. Keep one (1) copy for your own records.
Or

Processing your motion by mail

If you are filing your paperwork through the mail, you must include two envelopes with the proper amount of postage for processing.

1. One (1) postage paid envelope self-addressed for your records.
2. One (1) postage paid envelope addressed to the County Attorney at 225 W. Madison St., Phoenix, AZ 85003.

The third conformed copy will be forwarded to the Judge by the Clerk of Superior Court’s office.

Step 4 Wait to receive notice from the court

After you have filed your Motion, the Judge may enter an Order or a Minute Entry advising you of his/her decision. You should receive notice from the court via the mail.

Failure to follow the above procedures could result in a delay in your case.

Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

Lawyer's Bar Number: _____

Representing Self, without a Lawyer OR Attorney for State or Defendant

For Clerk's Use Only

SUPERIOR COURT OF ARIZONA
IN MARICOPA COUNTY

State of Arizona
Plaintiff

CR Number: _____

MOTION TO QUASH WARRANT
and REQUEST A HEARING DATE

vs.

Name of Defendant

1. Applicant Information.

My name is: _____

My mailing address is: _____

City, State, Zip code

My telephone number is: _____

2. Warrant.

A warrant was issued for me on (date): _____

Name of court that issued warrant: _____

This page must be completed and attached to the last page of your motion/request.

1. I have filed the original of the attached document(s) on _____, 20____
(Month) (Day)
with the Clerk of the Superior Court of Arizona in Maricopa County.

2. I have mailed/delivered a copy of the attached document(s) on _____, 20____
(Month) (Day)
to Judge _____.
(the Judge assigned to your case)

3. I have mailed/delivered a copy of the attached document(s) on _____, 20____
(Month) (Day)
to County Attorney _____
(Address)

- By signing below, I promise that I have filed/mailed the attached document(s) as shown above.
- I understand that if I do not file/mail the attached document(s) as shown above, the judge in my case will not read my request/motion.

Your signature