



Photo courtesy Mohave County

Limited Jurisdiction Court Administrator Valerie Avila (right) poses with Justice Court Services Senior Samantha Spawn, Kingman/Cerbat Justice Court, Monday, Jan. 11, at the County Administration Building in Kingman following an interview concerning the Justice Courts Self Service website.

Online Justice Court information and forms save time and money

KINGMAN – First came self-service gas stations; then self-service checkout lines; now self service has come to Mohave County Justice Courts.

By going to the Mohave County website (www.mohavecourts.com) and selecting “Justice Courts Self Service” under “Quick Links,” residents can find “general information and services for civil matters and the court forms needed for civil court actions as well as

instructions on how to fill them out and file them,” Limited Jurisdiction Court Administrator Valerie Avila said during an interview at the County Administration Building in Kingman Monday, Jan. 11.

The site is now “up and running,” she said. “It provides general information on civil, small claims, protective orders, evictions and garnishments and collection of

judgments. All forms needed and self-help packets are available online.”

“People who cannot afford to get an attorney yet do not fit any category to receive free legal services can utilize this service site,” Justice Court Services Senior Samantha Spawn, Kingman/Cerbat Justice Court, said. “They can find out about procedures, rules and fees and download information packets and forms that are applicable to all Justice Courts in Mohave County.”

In the past, people had to go to the individual Justice Courts to get forms to file small claims, civil suits, evictions, etc., as well as to file for fee waivers and deferrals, she said. “And, the forms used to be different in each Justice Court. Now all of the forms are available online and they are all standardized to be used no matter where in the county one wants to file.”

The self-help packets give step-by-step instructions on actions such as filing a civil complaint and summons.

“We worked on the packets, forms and site for the last nine months,” Avila said. “We adopted a lot of the material from the Maricopa County Justice Courts website and modified them to Mohave County Court procedures.”

“The material is procedural information, not legal advice,” Spawn said. “This easy access will help Mohave County residents find their way simply through complex situations. Having standardized forms helps standardize our processes, and, it will cut down on court costs as less time will be spent at our court facilities explaining the processes and less paper will be generated. It will also save time and money for residents who can now access everything through their own home computers.”

Computer access is also available to the public at any Mohave County Library.

Presiding Mohave County Superior Court Judge Randolph Bartlett listed the new online access achievement during the court awards ceremony Tuesday, Jan. 12, at the County Administration Building in Kingman.

The self-help “section has been added to our website and from this area the public can obtain general information, forms and instructions about services offered through the Justice Courts,” he said. “Thanks to Judge (Jill) Davis, Valerie Avila, Court Automation, the members of the Public Access and Customer Service Strategic Team for their efforts in making this project happen.”

For more information, call Avila at (928) 753-0710, extension 4475.