YAVAPAI COUNTY
Self-Service Center

<u>WHAT TO DO NEXT:</u>
CALCULATE THE OTHER PARTY'S DEADLINE FOR FILING A RESPONSE

After serving the court papers and filing proof of service with the Clerk of Court, the next step is to wait to see whether a Response to your papers is filed within the time permitted by Arizona Court Rules.

If a Response is filed, you are in a contested case (see PRETRIAL PACKET for instructions and forms).

If no Response is filed, you may proceed by Default (see DEFAULT PACKET for forms and instructions).

NOTE: The Default process gives the other party 10 additional days to file the Response.

<u>RESPONSE DEADLINE TABLE</u>

<u>SERVICE BY:</u>	<u>NUMBER OF DAYS IN WHICH A RESPONSE OR ANSWER CAN BE FILED:</u>	<u>BEGIN COUNTING THE DAY AFTER:</u>	<u>DEFAULT MAY BE FILED FOR ON THE:</u>
Acceptance of Service signed in Arizona	20 days *	The Acceptance of Service is filed with the Court	21st day ***
Acceptance of Service signed out-of-state	30 days *	The Acceptance of Service is filed with the Court	31st day ***
Process Server or Sheriff in Arizona	20 days *	The other party received the papers from the Process Server	21st day ***
Process Server or Sheriff out-of-state	30 days *	The other party received the papers from the Process Server	31st day ***
Certified/restricted mail in Arizona	20 days *	After the Return Receipt is signed by the other party	21st day ***
Certified/restricted mail out-of-state	30 days *	After the Return Receipt is signed by the other party	31st day ***
Publication in Arizona	50 days **	The 1st date the summons is published	51st day ***
Publication out-of-state	60 days **	The 1st date the summons is published	61st day ***

* Include weekends and holidays when counting. If the last day of the deadline falls on a weekend or holiday, the deadline date shifts to the next business day.

** Service by publication is complete 30 days after the 1st date of publication. Include weekends and holidays when counting. If the last day of the deadline falls on a weekend or holiday, the deadline date shifts to the next business day.

*** Default can be requested the day after the response deadline.