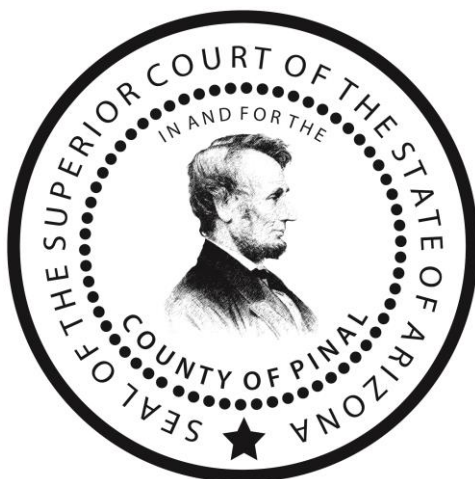


# STIPULATION AND ORDER TO DISMISS



## PINAL COUNTY

**TO DISMISS A CASE IN ITS ENTIRETY**

**INSTRUCTIONS AND  
FORMS** Provided as a Public  
Service by  
**REBECCA PADILLA**  
Clerk of the Superior Court

## **INSTRUCTIONS**

### **How to Fill Out the “Stipulation to Dismiss”**

#### **USE THIS FORM ONLY**

If you and the other party involved in your case wish to have your case dismissed in its entirety.

**STEP 1:** Make sure your form is titled “Stipulation to Dismiss”. **Type or print using BLACK INK ONLY.**

**STEP 2:** In the top left corner of the first page, fill out the following:  
Your name, Address, City, State and Zip Code, Telephone Number and ATLAS Number (if you are receiving or have received AFDC from the Arizona Department of Economic Security).

**STEP 3:** Fill in YOUR name in the space that says “Petitioner” if you are the one who filed the original action. Whoever was the Petitioner for the original action is the Petitioner for any other papers related to this case. If the other party filed the original action, they will be the Petitioner. In the space that says “Respondent”, fill in the name of the Respondent that has been used throughout your case. Whoever was the Respondent in the original action will be the Respondent for any other papers related to this case.

**STEP 4:** Fill in your case number where it says “Case No.” Your case number stays the same any time you file papers in your case.

**STEP 5:** Both you and the other party must sign the Stipulation in front of a Notary Public.

**STEP 6:** Complete the “Order to Dismiss” by following Steps 2 thru 4.

**NOTE:** **FAILURE TO FOLLOW THE ABOVE PROCEDURES COULD RESULT IN A FURTHER DELAY IN YOUR CASE.**

## **PROCEDURES**

### **What to Do With the “Stipulation to Dismiss” Now That You Have Filled It Out**

#### **USE THIS FORM ONLY**

If you are filing a Stipulation to Dismiss.

#### **STEP 1: COPIES AND ENVELOPES:**

- Make 3 copies of the Stipulation to Dismiss
- Make 2 copies of the Order to Dismiss

#### **FILE THE ORIGINAL**

Stipulation and Order to Dismiss with the Clerk of the Court.

#### **MAIL OR DELIVER A COPY**

The Stipulation to Dismiss to the other party involved in your case and keep one copy for your records.

#### **STEP 2: WAIT TO RECEIVE A NOTICE FROM THE COURT**

Once you have delivered your Stipulation and Order, the Judge will sign the original Order and send you a copy.

Name of Person Filing: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City, State, Zip Code: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 ATLAS Number (if applicable) \_\_\_\_\_  
 Representing Self (No Attorney) or  Represented by Attorney  
 If Attorney, Bar Number: \_\_\_\_\_

**SUPERIOR COURT OF ARIZONA  
 PINAL COUNTY**

\_\_\_\_\_ **CASE NUMBER:** \_\_\_\_\_  
**Name of Petitioner**

\_\_\_\_\_ **STIPULATION TO DISMISS**  
**Name of Respondent** \_\_\_\_\_ **HONORABLE:** \_\_\_\_\_

We, the undersigned parties, agree and stipulate as follows:

1. The parties agree this matter should be dismissed, in that the parties have reconciled their differences, and no longer wish to proceed.
2. The parties agree neither was influenced by any duress or coercion.

**UNDER OATH OR BY AFFIRMATION, UNDER PENALTY OF PERJURY  
 I (we) state to the Court that the contents of this document are true and correct.**

\_\_\_\_\_ **Date** \_\_\_\_\_ **Signature** \_\_\_\_\_  
 State of Arizona )  
 )  
 County of \_\_\_\_\_ )

Subscribed and sworn (or affirmed) before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
 (Day) (Month) (Year)

by \_\_\_\_\_  
 (Name of Signer)

\_\_\_\_\_ **Notary Public** (Notary's Signature)  
 (Affix notary seal here)

\_\_\_\_\_ **Date**

\_\_\_\_\_ **Signature**

**State of Arizona** )

**County of** \_\_\_\_\_ )

Subscribed and sworn (or affirmed) before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_  
(Day) (Month) (Year)

by \_\_\_\_\_  
(Name of Signer)

\_\_\_\_\_  
(Affix notary seal here)

\_\_\_\_\_  
**Notary Public** (Notary's Signature)

Name of Person Filing: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
ATLAS Number (if applicable) \_\_\_\_\_  
 Representing Self (No Attorney) or  Represented by Attorney  
If Attorney, Bar Number: \_\_\_\_\_

**SUPERIOR COURT OF ARIZONA  
PINAL COUNTY**

\_\_\_\_\_  
Name of Petitioner

CASE NUMBER: \_\_\_\_\_

**ORDER TO DISMISS**

\_\_\_\_\_  
Name of Respondent

HONORABLE: \_\_\_\_\_

This matter having come before the Court on Stipulation of the parties, and good cause shown,

**IT IS HEREBY ORDERED** this matter is dismissed without prejudice.

DONE IN OPEN COURT THIS \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Judge/Commissioner of the Superior Court