

ARIZONA CODE OF JUDICIAL ADMINISTRATION
Part 7: Administrative Office of the Courts
Chapter 2: Certification and Licensing Programs
Section 7-208: Legal Document Preparer
(deleted text shown in ~~strikethrough~~; new text underlined)

A. through E. [No changes]

F. Role and Responsibilities of Certificate Holders. In addition to the requirements of ACJA § 7-201(F)₂ the following requirements apply:

1. Authorized Services. A certified legal document preparer is authorized to:
 - a. ~~Prepare~~ prepare or provide legal documents, ~~without the supervision of an attorney,~~ for a person or entity in any legal matter when that person or entity is not represented by an attorney, except that they may not provide services in the preparation of a Qualified Domestic Relations Order (QDRO) or supplemental orders dividing retirement assets;
 - b. ~~Provide~~ provide general legal information, but may not provide any kind of specific advice, opinion, or recommendation to a person or entity about possible legal rights, remedies, defenses, options, or strategies;
 - c. ~~Provide~~ provide general factual information pertaining to legal rights, procedures, or options available to a person or entity in a legal matter when that person or entity is not represented by an attorney;
 - d. ~~Make~~ make legal forms and documents available to a person or entity who is not represented by an attorney; and
 - e. ~~File~~ file, record, and arrange for service of legal forms and documents for a person or entity in a legal matter when that person or entity is not represented by an attorney. A certified legal document preparer may not sign any document ~~he or she prepares prepared for or provides provided~~ to a person or entity, ~~but this provision does not prohibit the signing of other than~~ (i) 20-Day Notices prepared pursuant to A.R.S. § 33-992.01₂; (ii) notices related to condominium or planned community association liens ~~that are~~ created pursuant to A.R.S. § 33-1256 (condominiums) ~~and or~~ § 33-1807 (planned communities); (iii) health care provider liens ~~that are~~ created pursuant to A.R.S. § 33-932₂; or (iv) mechanic's liens created pursuant to A.R.S. § 33-993.

2. through 8. [No changes]

G. through J. [No changes]

K. Fee Schedule.

1. through 2. [No changes]

3. Examination Fees

a. New Applicants for Certification \$100.00

b. Reexaminations \$100.00

(For any applicant who does not pass the examination on the first attempt. The \$100.00 fee applies to each reexamination.)

c. Reregistration for Examination \$100.00

(For any applicant who registers for an examination date and fails to appear at the designated site on the scheduled date and time.)

d. Online Exam Administration; Remote Proctoring \$ 25.00

(For each examination and reexamination.)

L. [No changes]