



Information for Courthouse Visits

The Superior Court welcomes the public to its courthouse. Generally, all court procedures are open for observation; members of the public do not need to schedule an appointment to view a proceeding. Same-day courtroom calendars are available in the lobby and on each floor of the courthouse, inclusive calendars can be found online at www.sc.pima.gov -> [Court Calendar](#) and the Pima County Attorney lists their felony trials on their website <http://www.pcao.pima.gov/trialschedule.aspx> Some case documents can be found online at <http://www.agave.cosc.pima.gov/PublicDocs/>

- **Security**

- Visitors and their belongings must clear security scanners upon arrival. Secondary screening may be required.
- Weapons, or anything that could be used as a weapon, will be confiscated and not returned.
- Firearms are not permitted in the courthouse. They will be stored in a secured locker at the entrance and can be retrieved upon departure.
- Medical Marijuana: If you use and carry medical marijuana, bring your medical marijuana ID card. You will be asked to check your prescription at the door and retrieve it upon departure. If you do not bring your ID card, you may be subject to arrest.

- **Food/Beverages**

- Drinking water is allowed in plastic or stainless-steel containers, no glass please.
- Food is not allowed in the courtrooms.

- **Dress Code**

- Hats and sunglasses must be removed in the courtroom.
- Appropriate (conservative) dress is appreciated.
- Not suitable: Pajama bottoms, shorts, miniskirts, tank tops, halter or midriff-baring tops, spaghetti-strap camisoles, T-shirts with sayings or images that could be considered offensive or provoking, clothing that reveals ones' undergarments.

- **Electronic Devices**

- Cellphones and electronic devices should be turned off before entering a courtroom. Electronic devices may be used in the public areas of the courthouse.
- Posting to social media sites from the courtroom is never permitted.
- **Audio and/or video recording and photography is not permitted in the courthouse/courtroom without prior authorization**, which must be requested *at least* 48 business hours prior to the proceeding. Authorization for trial coverage must be requested at least seven (7) days before the first scheduled day of trial.
- **Camera and/or audio recording requests to cover a proceeding must be submitted online** at <http://www.sc.pima.gov/?tabid=291> All information on the request form must be completed before submission. Incomplete requests will not be considered.
- Authorization or declination will be provided to the requestor via email from the court's Community Relations Coordinator or case-specific judicial division. No authorization = no AV coverage.

- **Decorum**

- Visitors must obey court security officers and courtroom staff. Disruptive visitors may be asked to leave the courthouse.
- Please do not approach or contact the judge, court staff, attorneys or parties during proceedings.
- Please stand when the judge or a jury enter or exit the courtroom.
- While observing proceedings, refrain from making facial or hand gestures, loud comments, or remarks designed to persuade or influence any party or juror.
- Notetaking using pen/pencil and paper is permitted without prior authorization.

- **Notice**

- The Superior Court handles felony criminal matters. The court generally recommends that youth be of high-school age to observe criminal trial proceedings.

➤ For questions concerning your visit to the courthouse, audio/video requests, or to schedule a tour please contact the court's Community Relations Coordinator at communityrelations@sc.pima.gov, or 724.4264