



Arizona Superior Court in Pima County  
110 West Congress, Tucson 85701  
Pima County Juvenile Court Center  
2225 E Ajo Way, Tucson 85713  
Community Relations Office: 520-724-4624

## *Courthouse Visit Request*

Requests should be submitted at least two weeks prior to your preferred visit date.

Today's Date: \_\_\_\_\_

Courthouse you would like to visit (circle one): Superior Court    Juvenile Court Center

Contact Name/Title: \_\_\_\_\_

Contact's Email Address & Phone Number (day of visit): \_\_\_\_\_

School or Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Anticipated Number of Attendees: \_\_\_\_\_ If Minors, Number of Chaperones: \_\_\_\_\_

If Minors, Age Range/Grades: \_\_\_\_\_

Preferred Visit Date: \_\_\_\_\_ Second Choice: \_\_\_\_\_ Third Choice: \_\_\_\_\_

Estimated Time of Arrival: \_\_\_\_\_

Estimated Time of Departure: \_\_\_\_\_

What type of visit is of interest? (View a trial or hearing (civil/criminal), meet a judge, other?)

If other, specify \_\_\_\_\_

**After completion, please scan and email this form to the courts' Community Relations office at [communityrelations@sc.pima.gov](mailto:communityrelations@sc.pima.gov) – you will be contacted promptly. We look forward to hosting your organization!**

- The court generally accommodates visitors Wednesday through Friday, between the hours of 9:00 a.m. and 12:00 noon and prefers a maximum 20-person group size. Accommodations can be made for alternative days or larger groups. Please contact [communityrelations@sc.pima.gov](mailto:communityrelations@sc.pima.gov) for more information.
- Please note, criminal cases heard at the Superior Court are Felony matters. It is recommended that youth be of an appropriate age to observe hearings and trials. Accommodations will gladly be made for younger visitors.
- Hearing observation opportunities at the Juvenile Court Center are limited for the protection of the children and families. Arrangements can be made to tour the detention facility, contact [communityrelations@sc.pima.gov](mailto:communityrelations@sc.pima.gov) for more information.