

# **REQUEST TO ENFORCE COURT ORDERED SUPPORT**

***RE: CHILD SUPPORT/SPOUSAL SUPPORT***

**Obligor:** the person ordered to make support or expense payments.

**Obligee:** the person or agency entitled to receive such payments.

## **REQUEST TO ENFORCE COURT ORDERED SUPPORT**

1. Request to Enforce Support \*\* (requires a notary)

*Form for future use:*

2. Order to Appear on Enforcement of Support \*\*
3. [Acceptance of Service](#)

## **FEES**

### **WHEN FILING**

Originals get filed with the Clerk's Office

\*\*2 Copies get conformed, one for the petitioner and the other for the respondent (post notarization). A self-addressed stamped envelope must be submitted for the mailing of the [Order to Appear](#).

If the Attorney General's Child Support Services Section has been involved with your case, you **MUST** also serve the County Attorney's Office with conformed copies and an [Acceptance of Service](#).

### **MAILING:**

#### **Attorney General's Office**

*Child Support Services Section*

P.O. Box 608

Florence, AZ 85132

Site Code: 039-A

### **HEARING SET**

Once a hearing is set, the conformed copies of the [Order to Appear](#) will be mailed to the petitioner, from the Clerk's office, with the self-addressed stamped envelope provided.

### **SERVICE**

The petitioner will serve the [Order to Appear](#) with the [Request to Enforce](#), at least 10 business days prior to the hearing.

Once the respondent is served, the respondent has 20 days to respond if he/she lives in AZ and 30 days if he/she lives out of state.

## **METHODS OF SERVICE**

Acceptance of Service

Restricted Registered Mail

Private Process Server

Sheriff Officer

### **ORDER OF PROCESSING**

Fill out documents; get notarized; make copies; file with Court; wait for [Order to Appear](#); serve party; attend hearing.