

Person Filing: _____
Address (if not protected): _____
City, State, Zip Code: _____
Telephone: _____
Email Address: _____
Lawyer's Bar Number: _____
Representing Self, without a Lawyer or Attorney for Petitioner OR Respondent

FOR CLERK'S USE ONLY

SUPERIOR COURT OF ARIZONA IN COCHISE COUNTY

Petitioner / Party A

Case Number _____

AFFIDAVIT of Service with Signature confirmation For Family Cases

Respondent / Party B

Arizona Rule of Family Law Procedure 41

ATTACH A COPY OF 1) A SIGNED RETURN RECEIPT FOR DELIVERED MAIL and 2) A COPY OF THE RECEIPT THAT SHOWS TO WHOM AND WHERE THE DOCUMENTS WERE SENT.

1. SEND & DELIVER: I sent the family case legal documents checked and listed below to the following name and address:

Mailed to (Name): _____
Address: _____
City, State, Zip: _____
Date documents sent: (Month/Day/Year) _____
Date documents delivered: (Month/Day/Year) _____

2. METHOD of DELIVERY: I sent the family case legal documents to the other party in the manner indicated:

- U.S. Mail** (Express or Priority Mail with Signature Confirmation, or Certified Mail).
- Nationwide** commercial delivery service (FEDEX, UPS, etc.).
- Duplicate Service to Inmate by First Class Mail** (In addition to one of the above methods, I mailed a second set of documents to the Incarcerated Party by First Class U.S. Mail).

3. SIGNATURE: The documents I sent were accepted and signed by:

- The other party or their attorney and no one else.
- The jail, prison, or correctional facility Official.

4. DOCUMENTS ENCLOSED: I enclosed the following set of documents in the envelope I sent:

DIVORCE (OR ANNULMENT) WITH CHILDREN

- Petition
- Summons
- Preliminary Injunction
- Health Insurance Notice
- Parent Info. Program Notice
- Notice to Creditors
- Affidavit Regarding Minor Children
- Parenting Plan

DIVORCE (OR ANNULMENT) WITHOUT CHILDREN

- Petition
- Summons
- Preliminary Injunction
- Health Insurance Notice
- Notice to Creditors

PATERNITY (to establish)

- Petition
- Summons
- Parent Info. Program Notice
- Preliminary Injunction

LEGAL SEPARATION WITH CHILDREN

- Petition
- Summons
- Preliminary Injunction
- Notice to Creditors
- Health Insurance Notice
- Parent Info. Program Notice
- Affidavit Regarding Minor Children
- Parenting Plan

LEGAL SEPARATION WITHOUT CHILDREN

- Petition
- Summons
- Preliminary Injunction
- Notice to Creditors

TEMPORARY ORDERS

- Motion for Temporary Order
- Order to Appear

FAMILY COURT DEPT. NOTICES ABOUT:

- Returns/Conferences
- Temporary Orders
- Affidavit of Financial Info. *(if for spousal maintenance)*
- Parents Worksheet for Child Support *(if for child support)*
- Parenting Plan *(if for legal decision-making (legal custody)/parenting time)*

CHILD LEGAL DECISION-MAKING (LEGAL CUSTODY), PARENTING TIME, SUPPORT (to establish when paternity already *legally* established)

- Petition
- Summons
- Parent Info. Program Notice
- Parenting Plan
- Preliminary Injunction

CHILD SUPPORT (to establish when paternity already *legally* established)

- Petition
- Order to Appear
- Parents Worksheet for Child Support

MODIFY CHILD SUPPORT 15% OR MORE ("Simplified Mod")

- Petition to Modify
- Parents Worksheet for Child Support
- Child Support Order
- Current Employer Information Sheet

MODIFY SPOUSAL MAINTENANCE OR SPOUSAL AND CHILD SUPPORT ("Standard Mod")

- Petition to Modify Support Order
- Affidavit of Financial Information (filing party's)
- Affidavit of Financial Information (blank)
- Current Employer Information Sheet
- Order to Appear

MODIFY CHILD SUPPORT ("Standard Mod")

- Petition to Modify Child Support – Std. Process
- Affidavit of Financial Information (filing party's)
- Affidavit of Financial Information (blank)
- Order to Appear
- Current Employer Information Sheet

MODIFY LEGAL DECISION-MAKING AUTHORITY &/OR PARENTING TIME AND SUPPORT

- Petition to Modify
- Notice of Filing for Modification of Legal Decision-Making Authority (Legal Custody)
- Request for Order Granting or Denying Hearing
- Parents Worksheet for Child Support
- Current Employer Information Sheet
- Affidavit Regarding Minor Children *(only if children have not lived in Cochise Co. whole time since last legal decision-making authority (Legal custody) order)*
- Order Modifying Income Withholding Order *(if applicable)*

STOP INCOME WITHHOLDING ORDER

- Petition to Stop Income Withholding Order
- Current Employer Information Sheet
- Stopping an Income Withholding Order

MODIFY (Change) INCOME WITHHOLDING ORDER

- Petition to Modify Income Withholding Order
- Current Employer Information Sheet
- Order Modifying an Income Withholding Order

OTHER TYPE CASE (List Type): (Example: "Annulment")

(Below, list name of each document you sent: Example: "Petition for Annulment", "Summons", etc.)

5. AFFIANT'S STATEMENT:

OATH OR AFFIRMATION: By signing below, I swear or affirm under penalty of perjury that the contents of this document are true and correct to the best of my knowledge and belief.

Date

Signature of Person Sending Documents

STATE OF _____

COUNTY OF _____

Subscribed and sworn to or affirmed before me this: _____ by
(date)

_____.

(Notary seal)

Deputy Clerk or Notary Public

Attach a copy/printout of the other party's signature acknowledging receipt of the court papers here. If using Certified Mail, tape the green signed return receipt card to this page with the signature side visible.

- Note that the only acceptable signature is that of the OTHER PARTY.
- You may specify "restricted delivery" so that no other person is permitted to sign,
- Some delivery services do not offer restricted delivery.

Attach a copy of the cash register receipt/mailling invoice from the Postal Service or company paid to make delivery *or* a copy of the package label that shows to whom and where the documents were sent.