INSTRUCTIONS
ORDER OF ASSIGNMENT

COMPLETE THIS FORM IF:

- You have been ordered by the Court to prepare an Order of Assignment.
- You are a party to a case in which the Court may establish or modify a support obligation.
- You are filing a Request to Modify Order of Assignment.

Follow these instructions which are numbered to match the identifying numbers on the form. Please type or print neatly using black ink.

(1) Fill in the name, address, and phone number of the person filing the form. Indicate if the petitioner or the respondent is the person filing, and whether or not the person is self-represented or represented by an attorney.

(2) Fill in the name of the county in which this order is being filed.

(3) Fill in the name of the person shown as the petitioner and respondent on the order that established or will establish the support.

(4) Fill in the case number assigned to your case. If the order was issued in a county other than the one where you are filing this order, leave this item blank.

(5) Fill in the ATLAS number, if one has been assigned to your case.

(6) Fill in the first, middle, last name, and the social security number of the person ordered or will be ordered to make the support payments.

The Judicial Officer or Clerk of the Superior Court will complete the remaining items, date and sign the order.