

**SERVICE OF PETITION AND PAPERS (CHECKLIST)  
YOU KNOW WHERE THE OTHER PARTY LIVES IN THE UNITED  
STATES BUT THEY DO NOT LIVE IN THE STATE OF ARIZONA**

**Use the forms and instructions in this packet ONLY if the following factors apply to your situation:**

- ✓ You have filed a Petition, complaint, or other court papers that are required to be served for some action in Court, and now you want to have the other party served with the papers, AND
- ✓ One of the following applies:
  - The other party **will** accept service of the court papers, OR
  - The other party will **not** accept the court papers. He/she lives in the United States, but not in the State of Arizona AND you know where the person lives OR you can find out so he/she can be served with papers.

(NOTE: If the person does **not** live in the United States, you will need to see a lawyer to find out which method of service will work for your case.)

**READ ME:** It is very important for you to know that when you sign any court document, you may be helping or hurting your court case. Before you sign any court document, or get involved with a court case, it is important that you see a lawyer to make sure you are doing the right thing. Community Legal Services may be able to provide you with some legal advice at 1-800-255-9031.