

DATE: _____

Registration of Foreign Order Referral Checklist

ATLAS _____ NCP _____ CP _____

CASE OFFICER: _____ PHONE: _____ INTERPRETER? YES NO

Jurisdiction:

- Which party resides in AZ?
 - CP
 - NCP
 - Both
- Have you checked court docket for any pending actions or to determine if another party has registered? Yes No
If yes, Case No. _____
- Have debts been set up on ATLAS? Yes No
- If no, why? _____

Required Referral Documents:

- 1 original certified copy of Foreign Orders plus 1 regular copy of all orders (original not required if transmitted by EDE)
- Letter of Transmittal Requesting Registration
- Personal Information Form for UIFSA § 311, if provided by OJ
- Sworn Statement of Arrears Balance Locate Documents/PRAD

• **Case to be registered for**

- Modification
- Enforcement

Documents included:

- Petition for Modification
- Petition for Enforcement

Any returns go to: Central Registry Region _____

If filing Modification or Enforcement at the same time, attach appropriate referral checklist.

Comments:

APP

APQ

ABD

- ABE – Mistake in Pleadings
- ABF – Pleading/Document Missing
- ABG – Arrears Calc Inaccurate/Incomplete
- ABH – Missing or Incomplete Paternity Affidavit
- ABI – Missing or Important Documents Needed

- ABJ – Judgment and/or Order Missing
- ABK – Missing or Incomplete Factual Info
- ABL – Premature or Wrong Action
- ABM – Unable to determine how Parties ID'd
- ABN – Other

Attorney Signature: _____

Date: _____