

You MUST Proceed as Follows:

Upon receipt of your petition, we have opened a court file. We have enclosed a copy of the Petition, a Notice of Hearing, and an Affidavit of Service form.

YOU MUST:

- Serve by Mail a copy of both the Petition and Notice of Hearing on the following individuals/agencies that are involved with your case:
 - Parents entitled to notice of adoption proceeding (see backside of this document)
 - Child's Indian tribe if the child is a tribal member
 - Guardian Ad Litem if there has been one appointed on the case
 - The adoptee if age 10 or older
 - County Family Services

Upon mailing of the documents, complete the Affidavit of Service Form and SIGN IN THE PRESENCE OF A NOTARY OR A COURT DEPUTY.

Service must be complete and the Proof of Service must be filed with the court at least 10 days prior to the hearing. Failure to comply may result in the cancellation of your hearing.