

EMANCIPATION

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**To SERVE PETITION on Parties
involved in the matter**
(Forms and Instructions)

EMANCIPATION OF A MINOR

PART 2: Serving the Petition on Parties Involved in the Matter (Forms and Instructions)

This packet contains court forms and instructions regarding the service of the petition to the parties you have named in the Petition for Emancipation of a Minor. The documents should appear in order as listed below. Please give extra consideration to those **items listed in bold** as you may need to complete and copy them before you submit them to the Court. The other items are information or instruction pages. Do not copy or file the instructions and other non-bold items.

Sequence	Title of Form	Topic
1	<i>Emancipation of a Minor</i> <i>Part 2: Serving the Petition on Parties Involved in the Matter (Forms and Instructions)</i>	This page
2	<i>Instructions: Service of Petition and Proof of Service Filing</i>	Instructions outlining the steps needed to serve the petition
3	Proof of Service	Form which, when completed and submitted to the Court, will show your efforts to serve the petition on the applicable parties. Remember that separate Proof of Service must be provided for <i>each</i> of the parties on whom service is required.

These forms shall not be used to engage in the unauthorized practice of law. The Court assumes no responsibility and accepts no liability for actions taken by users of these documents, including reliance on their contents. The documents are under continual revision and are current only for the day they were received. It is strongly recommended that you verify on a regular basis that you have the most current documents.

INSTRUCTIONS: Service of Petition and Proof of Service Filing

Use these instructions to serve the Petition on your parents and legal guardians and file proof of service with the court.

NOTE: Your parent(s) and legal guardian(s) have the right to receive a copy of your **Petition for Emancipation**, and to object and challenge the information in it. It is your obligation to serve (or deliver) a filed copy of this petition, and to prove to the Court that they have properly received the petition. A **failure to properly serve** your parent(s) and legal guardian(s) may result in a delay of your request to be emancipated, or even give cause for the Court to deny it entirely.

Any delay in providing Proof of Service may result in further delays of your possible emancipation. It is highly recommended that you perform steps 1 and 2 below within one day after filing your Petition for Emancipation. Steps 4 and 5 should be completed one day after you receive the Return Receipt from step 3.

For each parent or guardian to be served:

1. When you filed your original **Petition for Emancipation**, the Clerk's Office returned a copy for you and your records, and a copy for each of your parent(s) and legal guardian(s) listed on your **Petition for Emancipation**.
2. Individually mail a copy of the **Petition for Emancipation** to each of the parent(s) and legal guardian(s) you indicated on the **Petition for Emancipation**.

IMPORTANT: These must be mailed by Certified Mail "Return Receipt Requested". Contact your local U.S. Post Office to perform this step.

3. Once delivered to the parent(s) and legal guardian(s), the Post Office will deliver the **Return Receipt** to you. **DO NOT LOSE THIS RECEIPT.**
4. Complete a **Proof of Service** form for each parent(s) and legal guardian(s). Fill in the information requested on the form, and use transparent tape to attach the **Return Receipt** to the **Proof of Service** form in the space provided. **MAKE SURE YOU HAVE THE PROPER RETURN RECEIPT WITH THE PROPER PROOF OF SERVICE FORM.**
5. Take the completed **Proof of Service** forms to your Court Clerk's Office to be properly filed.

Person Filing: _____
Mailing Address: _____
City, State, Zip: _____
Day/Evening Phone: _____ / _____
Person Filing is: SELF (No Attorney) OR Attorney
If Attorney, Bar No.: _____ Atty. Phone: _____

SUPERIOR COURT OF ARIZONA
IN _____ COUNTY JUVENILE COURT

In the Matter of the Emancipation of: _____

Case Number: _____

PROOF OF SERVICE

_____ A Minor

Pursuant to Arizona Rules of Civil Procedure, Rule 4.2(c), the following party has been served a filed copy of the **Petition for Emancipation** in the above case. Attached is the Return Receipt and supporting information to document the Proof of Service.

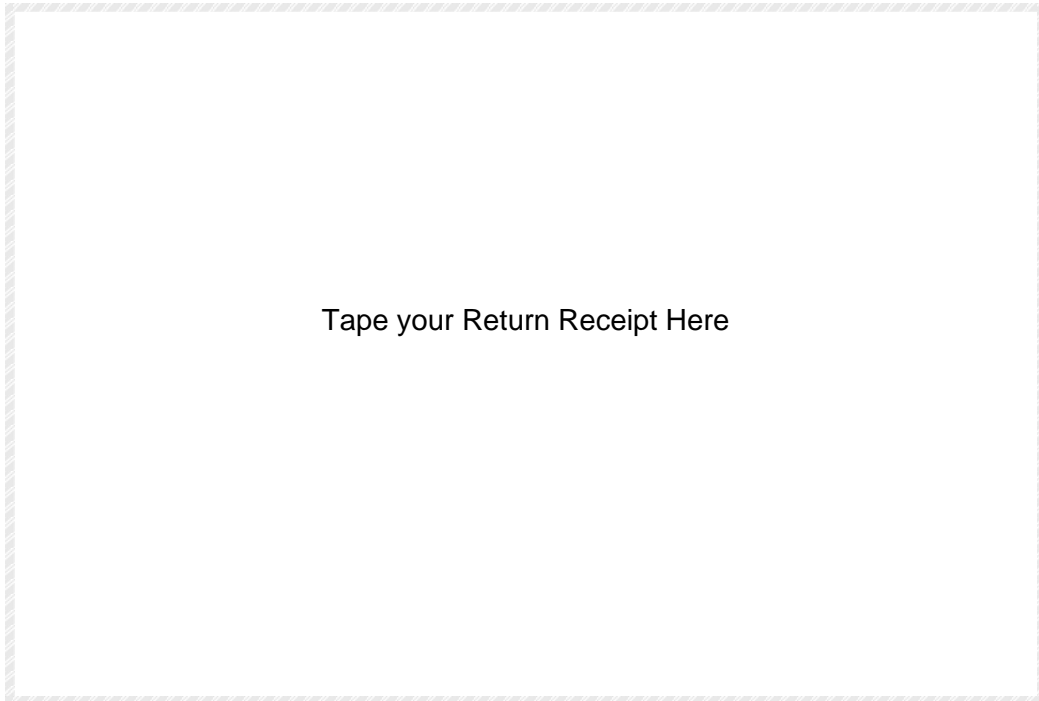
Person Served: _____

Address of Person Served: _____

Date of original mailing: _____

Date of receipt by Person Served: _____

Attachment of Service:



Tape your Return Receipt Here

Case Number: _____

OATH OR AFFIRMATION OF INDIVIDUAL COMPLETING SERVICE

I swear or affirm that the information provide above is true and correct to the best of my knowledge, information, and belief, under penalty of law.

Signature

Date

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

Clerk of Superior Court

OR

Notary
My Commission Expires: _____

Deputy Clerk