\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State Zip Code

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail Address (optional)

**Petitioner appearing without a lawyer**

**MONTANA \_\_\_\_\_\_\_\_\_\_\_\_ JUDICIAL DISTRICT COURT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ COUNTY**

|  |  |
| --- | --- |
| In re the Marriage of:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,  Petitioner *(you)*,  and  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,  Respondent *(your spouse)*. | **Case No:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(leave blank, the clerk will complete)*  **Notice and Request for Acknowledgment of Service**  **of Summons and Petition for Dissolution of Marriage** |

**NOTICE** To: *(your spouse’s name)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Respondent:

I am serving the following documents according to the rules of civil procedure. You can find the rules at the Montana Rules of Civil Procedure Rule 4(D)(3)(A):

[ ] Summons and Temporary Economic Restraining Order (MP-400)

[ ] Petition for Dissolution of Marriage (MP-112)

[ ] Petitioner’s Declaration of Income and Expenses (MP-510)

[ ] Petitioner’s Proposed Property Distribution (MP-500)

[ ] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 You were sent papers in the mail, now what?

**Why is my name on these papers?**

* You are named in a family law case.
* A petition to dissolve your marriage was filed in district court.

**Why did I get these papers in the mail?**

* Your spouse is trying to serve you without having to use a sheriff or other process server.

**IMPORTANT:** Keep a copy of these papers for your records.

**I don’t want to have a sheriff serve me, what can I do?**

* Fill out the acknowledgment part of this form;
* Put it in the enclosed stamped return envelope;
* Return it to your spouse within 21 days after the date it was mailed.

**What does it mean if I fill out and return the acknowledgment?**

* Filling out and returning the acknowledgment means that you received these papers.
* It doesn’t mean that you agree with what is in the petition.

**If I fill out and return the acknowledgement, do I need to do anything else?**

* You must submit a written response to the court and your spouse within 21 days. If you don’t submit a written response, the court may decide against you without you being heard.
* You must pay a fee to submit your written response, or ask the court to waive the fee if you are low income.

**What happens if I don’t fill out and return the acknowledgment?**

* If you don’t fill out and return the acknowledgment within 21 days after it was mailed:
  + You will be served with these papers by the sheriff or other process server.
  + You may have to pay the costs of serving you.**Where can I get help?**
* You can find a response form and the closest Self Help Law Center at: courts.mt.gov/selfhelp
* You can find more information at www.MontanaLawHelp.org

**CERTIFICATE OF MAILING OR HAND DELIVERY**

On \_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_, I sent by certified mail, postage prepaid, or delivered by hand the following documents:

[ ] Two copies of this Notice and Acknowledgement of Service by Certified Mail and a stamped return envelope (MP-403)

[ ] Summons and Temporary Economic Restraining Order (MP-412)

[ ] Petition for Dissolution of Marriage (MP-112)

[ ] Petitioner’s Declaration of Assets, Debts, Income and Expenses (MP-510)

[ ] Petitioner’s Proposed Property Distribution (MP-500)

[ ] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

to Respondent at:

*(mailing address)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Petitioner Signature

Appearing without a lawyer

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name