

IN THE \_\_\_\_\_ COURT OF \_\_\_\_\_ COUNTY, ALABAMA

\_\_\_\_\_ v. \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Social Security Number: \_\_\_\_\_

**PART A.**

NOTICE TO : \_\_\_\_\_ (Obligee)

DATE: \_\_\_\_\_

Your are hereby notified that the above-named defendant/obligor has changed employment/become unemployed/is receiving workmen's compensation benefits. The new Employer is: \_\_\_\_\_

\_\_\_\_\_

at (address) \_\_\_\_\_

You have a right under the law to file a written request for service upon a new employer of the defendant/obligor or upon the Department of Industrial Relations for withholding.

If you wish to have the Withholding Order served on the new employer/the Department of Industrial Relations, you must complete Part B of this form, deliver it to the office of the Clerk of the above named Court and PAY the appropriate cost for service.

\_\_\_\_\_

Collecting Agency

**PART B.**

NOTICE TO : \_\_\_\_\_ (Clerk)

\_\_\_\_\_ Court of \_\_\_\_\_ County, Alabama

DATE: \_\_\_\_\_

I hereby request that the above-named Clerk serve, pursuant to the Alabama Rules of Civil Procedure, a copy of the Withholding Order upon the above-named new employer/the Department of Industrial Relations. I further request the Clerk to have the Court's Withholding Order and related documents served upon the employer/the Department of Industrial Relations by **G** personal service mail.

\_\_\_\_\_

Signature of Obligee/Attorney