

# FILING YOUR MOTION TO TERMINATE CHILD SUPPORT PAPERWORK

**Please follow the steps below to ensure that you file correctly:**

## **FIRST:**

- a. - Complete the **Motion to Terminate Child Support** in black ink or type it. The petitioner in the Child Support case will also be the petitioner in the **Motion** and you will use the same Case Number.
- b. - party sign the **Motion** in front of a Notary Public.
- c. - Fill out the **Order Terminating Child Support** with the names, case number and addresses only. The judge's office will fill out the rest.
- d. - The petitioner should also fill out and file the **Notice that Case is at Issue** by following the instructions entitled *Requesting a Hearing in a Family Court Case in Levy County, Florida*.
- e. - Provide evidence or proof for terminating child support (birth certificate, marriage license, etc.).

## **SECOND:**

Make **2\*** complete copies of **all** of your paperwork (including evidence). Do not copy the instruction sheets.

**ONE** is for **YOU**.

**ONE** is for the **OTHER PARTY**.

\* If your case involves the Department of Revenue, Division of Child Support Enforcement, you will also need to make a copy of all forms and send the copy to Florida Department of Revenue, Division of Child Support Enforcement, 5719 NW 13<sup>th</sup> Street, Gainesville, FL 32653-2130.

## **THIRD:**

Take your **ORIGINAL** documents (without instruction sheets) to the **CLERK OF THE COURT, Civil Division, Levy County Courthouse** and tell them you want to **FILE** a motion. (Fees may apply)

**Remember: Originals must always be filed in your Court file.** When you file an original document, you should keep a copy for your records and certify in writing that you either mailed or hand-delivered a copy to the other party and to DOR, if applicable.

**IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE FAMILY COURT CASE MANAGEMENT PROGRAM AT (352) 374-3694.**

IN THE CIRCUIT COURT, EIGHTH JUDICIAL CIRCUIT,  
IN AND FOR LEVY COUNTY, FLORIDA

CASE NO.: \_\_\_\_\_  
DIVISION: \_\_\_\_\_

\_\_\_\_\_  
Petitioner,

and

\_\_\_\_\_  
Respondent.

\_\_\_\_\_  
**MOTION TO TERMINATE CHILD SUPPORT**

The petitioner/respondent (*circle one*), \_\_\_\_\_, files this Motion to Terminate Child Support for the following child, \_\_\_\_\_, and states:

- 1. The child has reached the age of majority.
- 2. The child has reached the age of majority and does not intend to graduate from high school before reaching the age of nineteen.
- 3. The child has been emancipated (i.e. married).
- 4. The child has been legally adopted.
- 5. The child is deceased.
- 6. Child is self supporting.

WHEREFORE, the Petitioner, \_\_\_\_\_, asks the Court:

To enter an order terminating child support.

**CERTIFICATE OF SERVICE**

I HEREBY CERTIFY that a true and correct copy of the foregoing *Motion to Terminate Child Support* was \_\_\_ Mailed, \_\_\_ Hand delivered to:

List the other party in this case or their attorney.

Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

on this \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Petitioner's signature

Petitioner's address:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_