

IN THE CIRCUIT COURT OF BALDWIN COUNTY, ALABAMA

\_\_\_\_\_ }  
Plaintiff, }  
v. } CASE NO.: DR-\_\_\_\_\_  
\_\_\_\_\_ }  
Defendant. }

**INTER-OFFICE CHECKLIST**

“x” means documents or language is missing:

- \_\_\_\_\_ Petition/Motion to Modify
- \_\_\_\_\_ Answer/Response
- \_\_\_\_\_ UCCJEA/Custody Affidavit (§30-3B-209) (If modifying custody)
- \_\_\_\_\_ Agreement
  - \_\_\_\_\_ Grounds for deviating from child support guidelines
  - \_\_\_\_\_ Income Withholding language – “Reference is hereby made...”
  - \_\_\_\_\_ Medical Support Language (for cases filed after 03/01/2009)
  - \_\_\_\_\_ Agreement to incorporate into final decree
- \_\_\_\_\_ Child support forms
  - \_\_\_\_\_ CS41 Plaintiff
  - \_\_\_\_\_ CS41 Defendant
  - \_\_\_\_\_ CS42
  - \_\_\_\_\_ CS43
  - \_\_\_\_\_ CS47 – all cases
  - \_\_\_\_\_ IWO (§30-3-61)
- \_\_\_\_\_ Final Decree
  - \_\_\_\_\_ payment of court costs
  - \_\_\_\_\_ relocation language if children (If modifying custody)
  - \_\_\_\_\_ IWO language (If modifying child support)
  - \_\_\_\_\_ Medical support language (If Agreement was read into record – with children)
  - \_\_\_\_\_ Any relief requested not set out herein is hereby denied
  - \_\_\_\_\_ Incorporate Agreement
- \_\_\_\_\_ Other: