

## **ORDER TO SHOW CAUSE & AFFIDAVIT FOR FINDING OF CONTEMPT**

No filing fee.

Signature on the Affidavit for Finding of Contempt must be notarized prior to filing.

### **AFTER YOU COMPLETE ORDER TO SHOW CAUSE AND AFFIDAVIT FORMS:**

Take the originals to the Clerk of Courts Office to be filed.

It will be necessary for you to leave your COMPLETED paperwork with the Clerk of Courts Office so that a court date and Judge's signature can be obtained.

**You will receive a phone call once your paperwork is ready to be picked up for service.**

### **SERVICE:**

A. By the Sheriff's Department in the county the respondent of the motion lives.

Once the forms have been served, you will be sent proof of service. If the party to be served lives outside Chippewa County, you must call the Sheriff in that county for instructions.

B. By Private Process Server

To locate a private process server check online or visit the Clerk of Courts Office for a listing. Once the forms have been served, you will be sent proof of service.

**NOTE:** Service must be completed at least 5 business days prior to the hearing and proof of service must be in the file.