

## FILING YOUR (JOINT) MOTION TO TERMINATE CHILD SUPPORT PAPERWORK

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

### **FIRST:**

- a. Complete the **Joint Motion to Terminate Child Support or 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 **(Joint) Motion** and you will use the same Case Number.
- b. Both parties sign the **(Joint) Motion** in front of a Notary Public.
- c. 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 13th Street, Gainesville, FL 32653-2130. *For more information regarding procedure in the regional counties, please contact the Regional Pro Se Case Manager at the contact information provided above.*

### **THIRD:**

Take your **ORIGINAL** documents (without instruction sheets) to the **CLERK OF THE COURT, Civil Division, of the county where your case is pending** and tell them you want to **FILE** a motion.

You may also submit documents by mail to the Clerk of Court of the County where your case is pending. Mailing addresses for the Clerk of Court of each county within the Eighth Judicial Circuit can be found at [www.circuit8.org](http://www.circuit8.org)

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 PRO SE HELP CENTER FOR ALACHUA COUNTY CASES AT (352) 548-3781, OR THE REGIONAL PRO SE CASE MANGER FOR REGIONAL COUNTY CASES AT (352) 374-3665 OR AT [DANAHERK@CIRCUIT8.ORG](mailto:DANAHERK@CIRCUIT8.ORG).

IN THE CIRCUIT COURT OF THE EIGHTH JUDICIAL CIRCUIT,  
IN AND FOR ALACHUA COUNTY, FLORIDA

\_\_\_\_\_  
Petitioner,  
vs.  
\_\_\_\_\_  
Respondent.

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

**JOINT MOTION TO TERMINATE CHILD SUPPORT**

The parties to this action file this Motion to Terminate Child Support for the following child,  
\_\_\_\_\_, and state **(check all that apply)**:

- The child has reached the age of majority and is not enrolled in high school.
- The child has reached the age of majority and does not intend to graduate from high school before reaching the age of nineteen.
- The child has been emancipated (for example - married).
- The child has been legally adopted.
- The child is deceased.
- The parties have reconciled/remarried and reside together.
- Child is self-supporting.

WHEREFORE, the parties ask the Court to enter an order terminating child support.

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

\_\_\_\_\_  
Petitioner Signature  
Printed Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Email address: \_\_\_\_\_

\_\_\_\_\_  
Respondent Signature  
Printed Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Email address: \_\_\_\_\_

Notarized Signatures:

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, on \_\_\_\_\_ by \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC or DEPUTY CLERK

\_\_\_\_\_  
[Print, type, or stamp commissioned name of notary or clerk.]

Personally known OR  Produced identification

Type of identification produced: \_\_\_\_\_

STATE OF FLORIDA

COUNTY OF \_\_\_\_\_

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online  
notarization, on \_\_\_\_\_ by \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC or DEPUTY CLERK

\_\_\_\_\_  
[Print, type, or stamp commissioned name of notary or clerk.]

Personally known OR  Produced identification

Type of identification produced: \_\_\_\_\_