

Filing for Parenting Responsibility Together Instructions for Admission of Service (Form 6)

(*Admission of Service (Form 6)* is part of the *Filing for Parenting Responsibility Together* packet of forms. [Review the instructions for the packet of forms](#). You **must complete** the Settlement Agreement) and Exhibit A: Parenting Agreement, before completing the Admission of Service.)

ND Legal Self Help Center Staff and Court employees can't help you fill out forms. If you're unsure how to proceed, consult a lawyer.

ND Legal Self Help Center forms aren't official court forms. Judges and courts aren't required to accept them. There's no guarantee Center forms will be accepted. Use at your own risk.

Don't include these instruction sheets when you serve or file the completed form.

The Plaintiff Fills Out the Caption of This Form. The Defendant Completes, Signs and Dates this Form.

Service of a Summons is required in every parenting responsibility case, without exception. A completed, dated, and signed *Admission of Service (Form 6)* is your proof of service.

Service of the *Summons (Form 1)* and copies of all other completed forms listed in Paragraph 1 of the *Admission of Service (Form 6)* happens in Step Nine of the [instructions for the packet of forms](#).

- Plaintiff Fills Out the Top of Form (Caption):** Fill in the caption exactly as you filled in the caption on the *Settlement Agreement (Form 3)*.
- Defendant Completes the Form:**
 - Paragraph 1:** Fill in the date you received your copy of the completed and signed *Summons (Form 1)* and all other forms listed in Paragraph 1.
 - Paragraphs 2 & 3:** Read carefully.
 - Date and Signature:** Date and sign the form. Fill in the county, state and country where you sign this form. Fill in the lines following your signature.

After the Defendant dates and signs *Admission of Service (Form 6)*, both parents are required to obey the *Summons (Form 1)*.

State of North Dakota

In District Court

County Of _____

_____ Judicial District

_____))
 Plaintiff,)
 vs)
 _____)
 Defendant.)

Case No. _____

Admission of Service

1. I, _____ (*Defendant name*),
 admit that on _____ (*date*) I received copies of the following for
 the above entitled case:

- Summons;
- Complaint;
- Settlement Agreement;
- Exhibit A: Parenting Plan;
- Confidential Information Form;
- Affidavit of Proof for Stipulated Judgment;
- Findings of Fact, Conclusions of Law and Order for Judgment (Proposed); and
- Judgment (Proposed).

2. I understand that my admission merely acknowledges that I received the papers; it does not admit or deny any of the statements contained in the papers.

3. I declare, under penalty of perjury under the law of North Dakota, that everything stated in this Admission of Service is true and correct.

Signed on _____ (date) in _____ County,
_____ (State), _____ (Country).

(Defendant's Signature)

(Defendant's Printed Name)

_____ (Address) _____ (City, State, Zip Code)

_____ (Telephone Number) _____ (Email Address)