

**FIRST JUDICIAL DISTRICT COURT
STATE OF NEW MEXICO
COUNTY OF _____**

Case No.: _____

Petitioner,

-vs.-

Respondent.

**NOTICE OF HEARING
AND ORDER TO PROVIDE DOCUMENTS**

NOTICE IS HEREBY GIVEN that this matter will come before Domestic Relations Hearing Officer _____ for a Paternity Pretrial and Interim Support Hearing at the Judge Steve Herrera Judicial Complex, in Room 250 Hearing Room, located at the corner of Grant and Catron Street, Santa Fe, New Mexico on the _____ day of _____ 200____ at ____ : ____ a/p.m.

You are further Ordered:

- 1. To hand deliver or mail to the other party in this case all of the REQUIRED DOCUMENTS listed on the following page. This MUST be done no later than ten (10) days before the date of the hearing.**
- 2. You MUST also bring a copy of the REQUIRED DOCUMENTS listed on the following page to the hearing.**

Failure to provide the REQUIRED DOCUMENTS could result in a fine or delay of the hearing. If you requested this hearing, failure to provide the REQUIRED DOCUMENTS could also result in dismissal of your case.

REQUIRED DOCUMENTS

1. **Complete Federal and State tax returns and W-2 Statements** for the last year and for each previous year for which child support or owed child support is an issue at this hearing.
2. Your last three **paycheck stubs** and current payroll statements for this year.
3. If you are a contract employee, your **IRS Forms 1099** for last year and for each previous year for which child support or owed child support is sought.
4. If you are self-employed, an **up-to-date financial statement** showing gross receipts and necessary business expenses for this year to date and for each previous year for which child support or owed child support is sought.
5. **Financial aid award letters** for this year and the prior year.
6. **Receipts or cancelled checks for work-related day-care expense** for this year to date, last year and for each previous year for which child support or owed child support is sought.
7. **Proof of child support payments made.**
8. If you provide medical insurance for a minor dependent, you must provide proof of dependent **medical insurance premiums** for this year and the preceding year.
9. Any other documents that you want the Hearing Officer to consider.

Domestic Hearing Relations Officer

**THIS NOTICE OF HEARING AND DISCOVERY ORDER MUST BE SERVED WITH THE
PETITION IN THIS MATTER.**