

**YAVAPAI COUNTY**  
**Self-Service Center**

**INSTRUCTIONS: COMPLETING THE ORDER STOPPING ORDER OF ASSIGNMENT OR INCOME WITHHOLDING ORDER**

**DEFINITIONS:**

“**Obligor**” is the person ordered to make support payments.

“**Obligee**” is the person or agency entitled to receive support.

**COMPLETE THIS FORM IF:**

You completed a **Request to Stop Order of Assignment or Income Withholding Order** and marked a box in the first section on the Request form.

**TO COMPLETE THIS FORM YOU WILL NEED:**

Information from your Order of Assignment or Income Withholding Order. If you do not already have a copy, you may view your file at the Clerk’s office or purchase a copy of your Order from the Clerk (there is a fee for copies). Generally the Order is two or three pages.

**TYPE OR PRINT NEATLY USING BLACK INK.**

- ✓ Fill in the name of the person shown as the Petitioner on the Order of Assignment or Income Withholding Order.
- ✓ Fill in the name of the person shown as the Respondent on the Order of Assignment or Income Withholding Order.
- ✓ Fill in the case number that appears on the Order of Assignment or Income Withholding Order.
- ✓ Fill in your ATLAS number.
- ✓ In the shaded box, fill in the date the Order of Assignment/Income Withholding Order was signed. The date is located near the Judge’s signature.
- ✓ Fill in the name of the Obligor (the person ordered to make support payments).

**LEAVE THE REST OF THE FORM BLANK. THE JUDGE OR COMMISSIONER WILL COMPLETE THE FORM AT THE TIME OF HEARING.**

**WHEN YOU HAVE COMPLETED THIS FORM:**

Submit Order Stopping form to the Clerk of Court along with your **Request to Stop Order of Assignment/Income Withholding Order**.