

Iowa Department of Human Services
Notice of CSRU Services and Request for Documents

Clerk of Court

Petitioner Name:
Respondent Name:
Court Order #:
CSC Case Number:
Date:

The Child Support Recovery Unit (CSRU) is providing services.

Please send us the following documents, when available, from the court file for docket number _____ filed in _____ County.

- A certified copy of all court orders including administrative orders, temporary orders, divorce decrees and modification orders. filed on _____.
 - A certified copy of any stipulations or parenting plans, and orders approving these documents. filed on _____.
 - Any satisfactions and orders approving satisfactions.
 - Any income withholding orders.
 - A certified copy of the complete payment record.
- _____

Please include both the court order and the page signed by the judge.

This is an **urgent** request. Please send documents to the office below as soon as possible. Please send documents to:

Fax _____

Thank you for your assistance.