



CIRCUIT COURT FOR \_\_\_\_\_, MARYLAND

City/County

Located at \_\_\_\_\_ Telephone \_\_\_\_\_

Court Address

Case Number \_\_\_\_\_

Plaintiff

VS.

Defendant

Street Address

Street Address

City, State, Zip

Telephone

City, State, Zip

Telephone

E-mail

E-mail

**REQUEST FOR ALTERNATE SERVICE AND AFFIDAVIT –  
CHILD SUPPORT MODIFICATION  
(Md. Rule 9-202.1)**

**NOTE:** Use this form if you filed a motion to modify child support and have been unable to serve the opposing party because: (1) their current address is unknown (2) you tried but were unable to serve them or (3) service is impracticable (not feasible) for some other reason. If the Child Support Administration is collecting child support in your case, serve a copy of this request with a signed affidavit on the local child support office by first-class mail.

I, \_\_\_\_\_, state that:  
Name

1. I filed a motion to modify child support with the Circuit Court for \_\_\_\_\_  
City/County  
on \_\_\_\_\_  
Date

2. The Child Support Administration ☐ **is** ☐ **is not** responsible for collecting child support in this case.  
*If the Child Support Administration is collecting child support in your case, complete the Certificate of Service on page four (4) of this form.*

3. I have not seen the opposing party since \_\_\_\_\_ and have not been able to serve the  
Date  
opposing party because (**check all that apply and attach Financial Statement, if required**):

☐ I do not know the opposing party's current address.

☐ They have no fixed address.

☐ They are no longer in the U.S., because:

\_\_\_\_\_  
☐ I do not know where they are working.

☐ I have no current address for close relatives.

☐ I have no money to hire a private investigator or lawyer to find them, as indicated in the attached Financial Statement.

☐ I have no money to do service by publication, as indicated in the attached Financial Statement.

☐ I have tried but have been unable to serve the opposing party after reasonable good faith efforts to do so.

☐ It is impracticable (not feasible) for me to serve the opposing party because:

4. I have made the following attempts to locate the opposing party to serve them with the motion to modify child support and summons but have been unable to do so. Specifically, I (***check all that apply; attach appropriate documents***):

☐ tried to text the opposing party at the following number(s):

\_\_\_\_\_.

☐ tried to e-mail the opposing party at the following e-mail address(es):

\_\_\_\_\_.

☐ searched for the opposing party on the Internet (Facebook, Google, Instagram, etc.).

☐ Attached are results of those searches.

☐ searched the opposing party's name in the Maryland Judiciary Case Search website.

☐ Attached are results of those searches.

☐ contacted the Child Support Administration and learned the following:

☐ tried to serve the opposing party at

\_\_\_\_\_,  
Address

but they have avoided service by \_\_\_\_\_

\_\_\_\_\_.

☐ tried to serve the opposing party by certified mail at their last known address \_\_\_\_\_  
times. Attached is/are Affidavit(s) of Service.

☐ tried to get the opposing party's current address by contacting the following relative(s)  
or friend(s):

<u>Name(s)</u>	<u>Method of Contact</u>	<u>Date of Response</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Attached are copies of those letters, e-mails, text messages, mail return receipts, Affidavit(s) of Service, and responses received.**

☐ tried to get the opposing party's current address by sending a letter to their last known employer, \_\_\_\_\_  
Name of employer

on \_\_\_\_\_, and ☐ received a reply (***attach copies of that letter, mail return receipts, Affidavit(s) of Service, and response***) ☐ did not receive a reply.  
Date sent

☐ hired a private investigator or lawyer who was unable to locate the opposing party as shown on the attached affidavit.

☐ searched an online telephone directory, attached are the results.

☐ contacted the Military Worldwide Locator for the opposing party's branch of the armed services and have learned the following:

☐ asked the following former neighbor(s) of the opposing party at their last known address, as indicated on the attached affidavit(s) signed by that/those neighbor(s):

☐ tried the following to get the opposing party's current address:

☐ other (*describe*):

5. While I have not been able to locate the opposing party to serve them with the motion to modify child support and summons, I believe I can provide them with notice of this action through the following method(s):

☐ electronically by:

☐ e-mail at \_\_\_\_\_.

☐ text message at the following number \_\_\_\_\_.

☐ social media (*describe*):

☐ by the following other method(s):

I believe these methods will work, because:

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**FOR THESE REASONS,** I request that the court order service by electronic means or other method calculated that the court may deem appropriate to give the opposing party actual notice of this action.

### AFFIDAVIT

I solemnly affirm under the penalties of perjury that the contents of this document are true to the best of my knowledge, information, and belief.

_____	_____
Date	Signature
_____	_____
Telephone Number	Printed Name
_____	_____
E-mail	Street Address
_____	_____
Fax	City, State, Zip

**Complete this section if the Child Support Administration is responsible for collecting child support payments in your case.**

### CERTIFICATE OF SERVICE

I certify that I served a copy of this Request for Alternate Service and Affidavit – Child Support Modification and any attachments by first-class mail, postage prepaid, on \_\_\_\_\_ to: \_\_\_\_\_  
Date

Child Support Administration for

_____	_____
City/County	Street Address
_____	_____
	City, State, Zip
_____	_____
Date	Signature of Serving Party