

PARENTAGE	NEEDED
Watch <i>Court Case Basics</i> video	✓
Watch <i>Appearing in Court</i> video	✓
Watch <i>Resources</i> video	✓
See Supreme Court <i>Representing Yourself – Basic Information</i> guide	✓
I need to file a parentage case. What do I do?	
• Complete and file a Domestic Relations Information Sheet (Form 4A-101).	✓
• Complete and file a Petition to Establish Parentage (Form 4A-402).	✓
• Have a Summons issued by the Clerk’s office and have the opposing party served (see Service of Process).	✓
• Pay filing fee of \$137 (exact cash, cashier’s check, or money order).	✓
I can’t afford to pay the filing fee. What do I do?	
• Complete an Application for Free Process and submit along with a proposed Order to the court.	✓
• If you receive public benefits, attach proof of your benefits to your Free Process application.	✓
I received the Return of Service. What do I do with it?	
• File the Return of Service with the Clerk’s office.	✓
The opposing party did not file a Response and it has been more than 30 days. What do I do?	
• Complete and file the following: <ul style="list-style-type: none"> • Motion for Default Judgment • Affidavit of Non-Military Service • Certificate as to the State of the Record (the Clerk will verify) • Custody Plan and Order (signed and notarized by both parties) (4A-302) • Child Support Obligation and Order with a Child Support Worksheet*. (signed and notarized by both parties) (4A-303) • Final Decree of Parentage (signed by both parties) (Form 4A-403) 	✓
We have come to agreement in the case. What do we do?	
• Complete and file the following: <ul style="list-style-type: none"> • Custody Plan and Order (signed and notarized by both parties) (4A-302) • Child Support Obligation and Order with a Child Support Worksheet*. (signed and notarized by both parties) (4A-303) • Final Decree of Parentage (signed by both parties) (Form 4A-403) 	✓

FAQs

Who may open a parentage case?
• Any interested party who wants to determine whether or not a parent and child relationship exists. Interested parties may include the child’s mother, father, the child, or the child’s grandparents.
I want to talk to the judge and have the judge address some or all issues. What do I do?
• Complete and file a Motion and a Request for Hearing. See Motions, Hearings & Enforcement of Orders.
How do I get my case referred to mediation?
• See Mediation checklist.

*Complete Child Support Worksheet electronically, then print. Go to www.nmcourts.gov → Self-Help → Self-Help Guide

Forms & Videos are available on the Court’s website at: www.12thdistrict.net