

Name of Person Filing Document: \_\_\_\_\_  
 Your Address: \_\_\_\_\_  
 Your City, State, and Zip Code: \_\_\_\_\_  
 Your Telephone Number: \_\_\_\_\_  
 Attorney Bar Number (if applicable): \_\_\_\_\_  
 Representing  Self (Without an Attorney) OR  
 Attorney for  Petitioner  Respondent

FOR CLERK'S USE ONLY

**SUPERIOR COURT OF ARIZONA  
 IN MARICOPA COUNTY**

_____	)	
Petitioner	)	Case No. _____
	)	
and	)	<b>Stipulation to Dismiss</b>
	)	
	)	
_____	)	
Respondent	)	

We, the undersigned parties, agree and stipulate as follows:

1. The parties agree this matter should be dismissed, in that the parties have reconciled their differences, and no longer wish to proceed.
2. The parties agree neither was influenced by any duress or coercion.

**UNDER OATH OR BY AFFIRMATION, UNDER PENALTY OF PERJURY:**

**I (we) state to the Court that the contents of this document are true and correct.**

\_\_\_\_\_  
**Petitioner's Signature**

\_\_\_\_\_  
 Date

Affirmed before me this date:

\_\_\_\_\_  
 Seal/My Commission expires

\_\_\_\_\_  
 Deputy Clerk or Notary Public

\_\_\_\_\_  
**Respondent's Signature**

\_\_\_\_\_  
 Date

Affirmed before me this date:

\_\_\_\_\_  
 Seal/My Commission expires

\_\_\_\_\_  
 Deputy Clerk or Notary Public

## **INSTRUCTIONS: HOW TO FILL OUT THE STIPULATION TO DISMISS**

**USE THIS FORM ONLY** if you and the other party involved in your case wish to have your case dismissed in its entirety.

**STEP 1:** Make sure your form is titled "Stipulation to Dismiss". **Type or print using black ink ONLY.**

**STEP 2:** In the top left corner of the first page, fill out the following:  
Your name, Address, City, State and Zip Code, Telephone Number and ATLAS Number (if you are receiving or have received AFDC from the Arizona Department of Economic Security).

**STEP 3:** Fill in YOUR name in the space that says "Petitioner" if you are the one who filed the original action. Whoever was the Petitioner for the original action is the Petitioner for any other papers related to this case. If the other party filed the original action, they will be the Petitioner. In the space that says "Respondent", fill in the name of the Respondent that has been used throughout your case. Whoever was the Respondent in the original action will be the Respondent for any other papers related to this case.

**STEP 4:** Fill in your case number where it says "Case No.". Your case number stays the same any time you file papers in your case.

**STEP 5:** Both you and the other party must sign the Stipulation in front of a Notary Public.

**STEP 6:** Complete the "Order to Dismiss" by following Steps 2 thru 4.

**NOTE:** **FAILURE TO FOLLOW THE ABOVE PROCEDURES  
COULD RESULT IN A FURTHER DELAY IN YOUR  
CASE.**

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**SUPERIOR COURT OF ARIZONA  
IN MARICOPA COUNTY**

Petitioner	)	Case No. _____
	)	
and	)	<b>Order to Dismiss</b>
	)	
	)	
Respondent	)	

This matter having come before the Court on Stipulation of the parties, and good cause shown,

**IT IS HEREBY ORDERED** this matter is dismissed without prejudice.

DONE IN OPEN COURT THIS \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Judge/Commissioner of the Superior Court

**PROCEDURES: WHAT TO DO WITH THE STIPULATION TO DISMISS NOW THAT YOU HAVE FILLED IT OUT.**

**USE THIS FORM ONLY** if you have filled out the Stipulation to Dismiss.

**STEP 1:**

**COPIES AND ENVELOPES:** Make 3 copies of the Stipulation to Dismiss. Make 2 copies of the Order to Dismiss. Prepare 2 addressed stamped envelopes, one addressed to yourself, the Petitioner, and one addressed to the Respondent.

**FILE THE ORIGINAL** Stipulation to Dismiss with the Clerk of the Court and ask to have the copies of the Stipulation stamped. These are called “conformed copies” and is proof that the original was filed.

**PROCESSING YOUR MOTION.** Give the following documents to Family Court Administration and tell them it is for the Judge assigned to the case, or put the documents in the Judge’s mailbox, or mail the documents to the Judge.

- the original Order to Dismiss and 2 copies
- one copy of the Stipulation to Dismiss
- the addressed stamped envelopes

**MAIL OR DELIVER A COPY** of the Stipulation to Dismiss to the other party involved in your case and keep one copy for your records.

**STEP 2:**

**WAIT TO RECEIVE A NOTICE FROM THE COURT.**

Once you have delivered your Stipulation and Order, the Judge will sign the original Order and send you a copy.