



CHEROKEE NATION OFFICE OF CHILD SUPPORT SERVICES
HUMAN SERVICES DIVISION

ADDRESS OF RECORD

Purpose of Form

This form is used to designate an Address of Record for service of legal documents. The Address of Record will be released upon request to the other parent or party for court actions only and it will appear on legal documents. Legal documents sent to this address will be considered the same as being legally served in person.

Giving an Address of Record to Cherokee Nation Child Support Services is required by State and Cherokee Nation tribal law. **Oklahoma law: Title 43 Sec. 112A; Tribal law: Title 43 Sec. 502**

Note: Any time you need to update your Address of Record you will need to submit a new Address of Record form. If you need to update your contact information you will need to submit a Client Information form.

You must include a copy of a government issued photo ID with this form. Form(s) should be returned to your local office or mailed to:

Cherokee Nation
Office of Child Support Services (CN OCSS)
PO Box 557
Tahlequah, OK 74465

Questions? Feel free to contact our office Monday through Friday, 8 a.m. to 5 p.m. at (918) 453-5444.

I am the: **Custodial Party** (Person receiving support) **Non-Custodial Party** (Person ordered to pay support)

First

Middle

Last

Suffix

Social Security Number

Phone Number

Alternate Phone Number

Address of Record (AOR)

I consent to use the address below as my public mailing address where I will accept **all** legal documents. I understand that it is my responsibility to review all legal documents received at this address. I acknowledge that this address will be shown in legal/court documents and provided to the other party or their Attorney of Record upon request.

Street

City

State

Zip Code

I state under penalty of perjury under the laws of Oklahoma and Cherokee Nation that this information is true and correct.

Signature

Date

OFFICE USE ONLY

Case Number

Date CSR Sent to State

Date CM Updated MTS