

**INSTRUCTIONS**  
**Petition for Order Permitting Service of Foreign Process**

*The Petition for Order Permitting Service of Foreign Process a document filed by a person, usually an attorney, requesting the Community Court authorize service of legal process of documents inside the boundaries of the Gila River Indian Community from a court of jurisdiction outside the boundaries of the Gila River Indian Community. GRICC § 4.307*

Please read the following instructions carefully.

1. Fill out the Petition for Order Permitting Service of Foreign Process, attaching a copy of the documents to be served.
2. Fill out the Process Service Information Sheet, providing as much information as possible.
3. Sign the Petition before a notary public or Clerk of the Court and return the Petition and accompanying documents to the Court to be filed.
4. There is a \$25.00 filing fee. Please pay the fee at the Court's cashier window. Payment can be made by cash, cashier's check, money order, or Visa/Mastercard. Personal checks are not accepted.
5. The Judge assigned will review the Petition, accompanying documents and issue an Order either authorizing or not authorizing service of the documents. If authorized, the Court will direct Community law enforcement officials or some other person designated by the court to effect service of the foreign process.
6. Service or execution will be verified by a certificate of the person making service or execution, stating upon whom, when, how and where it was made. That certificate shall be filed with the court and a copy provided to the Petitioner.
7. If you have any further questions, please ask the Clerk. If the Clerk cannot answer your questions, they will direct you to a lawyer in the local area. You may also email your questions to [Court.Questions@gric.nsn.us](mailto:Court.Questions@gric.nsn.us).
8. Address & phone numbers to the Gila River Indian Community Courts:

Sacaton Court  
721 W. Seed Farm Rd.  
PO Box 368  
Sacaton, Arizona 85247  
Phone: (520) 562-9860  
Fax: (520) 562-9867

Westend Judicial Center  
Rt. 2, Box 808  
Laveen, Arizona 85339  
Phone: (520) 562-9862  
Fax: (520) 562-9869

\_\_\_\_\_  
(Petitioner's/Legal Counsel's name)

\_\_\_\_\_  
(Petitioner's/Legal Counsel's mailing address)

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Petitioner's/Legal Counsel's telephone)

\_\_\_\_\_  
(Petitioner's/Legal Counsel's email)

\_\_\_\_\_  
(Legal Counsel's Bar number)

**Petitioner/Counsel for Petitioner**

**IN THE GILA RIVER INDIAN COMMUNITY COURT  
PINAL AND MARICOPA COUNTIES, ARIZONA**

**IN THE MATTER OF:** )

\_\_\_\_\_ **COURT,** )

**CASE NO.** \_\_\_\_\_, )

\_\_\_\_\_, )

**Person to be served.** )

\_\_\_\_\_ )

**Case No. MS - \_\_\_\_\_ - \_\_\_\_\_ -FP**

**PETITION FOR ORDER  
PERMITTING SERVICE OF  
FOREIGN PROCESS**

**COMES NOW** the Petitioner and requests service within the exterior boundaries of the Gila River Indian Reservation of legal process from a court in a jurisdiction located outside the exterior boundaries of the Gila River Indian Reservation (“foreign process”). In support thereof, Petitioner alleges as follows:

1. This court has jurisdiction pursuant to the GRIC Code § 4.301 and § 4.307 (GRIC Code, 2009).

2. The summons and complaint, subpoena, motion, notice of hearing, order or other process or document, attached hereto, appears on its face to be valid.

3. The person to be served is located and can be served within the exterior boundaries of the Gila River Indian Reservation as evidenced by the attached completed Process Service Information sheet.

4. Service of the summons and complaint, subpoena, motion, notice of hearing, order or other process or document pursuant to § 4.307(C) is appropriate.

5. Petitioner has submitted all necessary filing fees and costs associated with service of the foreign process.

**WHEREFORE**, Petitioner prays that the Court enter an Order for Service of Foreign Process directing Community law enforcement officials or some other person designated by the court pursuant to § 4.307(A) to effect service of the foreign process.

**RESPECTFULLY SUBMITTED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: \_\_\_\_\_  
(Petitioner's signature witnessed by Notary or Court Clerk)

\_\_\_\_\_  
(Print or type name)

\_\_\_\_\_ appearing before me and being duly sworn on his/her oath or affirmation, states that he/she is the Moving Party/Petitioner named above and that the facts stated in the Motion/Petition are true according to his/her best knowledge and belief.

**SUBSCRIBED AND SWORN TO** before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My Notary Commission Expires:

\_\_\_\_\_  
 Notary Public     Court Clerk