

INSTRUCTIONS FOR COMPLETING PRAECIPE FOR SUMMONS

NOTE: FILL OUT ONE FORM FOR EACH PERSON TO BE SERVED.

HEADING:

- Choose the county in the drop down box below the first blank. This is where you are filing the Petition.
This must be the county in which you are living.
- Enter your first, middle, and last names. You are the petitioner.
- The clerk of the district court will give you a case number when you file the Petition. You must include the case number on any papers you file.

IN THE DISTRICT COURT OF COUNTY, NEBRASKA
Choose the county (county where Complaint filed)

IN RE EMANCIPATION OF:
(your name) Petitioner Case No. (case number assigned by clerk of the court)

BODY OF PRAECIPE:

- Check the correct box indicating how you want your **parent(s)/legal guardian(s)/closest living relative** and/or **legal custodian** in this case to receive copies of the Petition, the Notice of Filing, and the Summons (this is referred to as “being served”).
- Complete the blanks to the right of the box you checked.
 - For sheriff or constable, this would be the county and the state where the person will be given the papers.
 - For the designated delivery service you would have to pick from one of the government approved services listed here: <https://www.irs.gov/filing/private-delivery-services-pds> .
 - To see what the definitions are for each type of service, go to this page: <https://nebraskalegislature.gov/laws/statutes.php?statute=25-505.01>
- Enter the full name of the party to be served.
- Enter the street address where you wish the party to be served (home or work).
- Enter the city and state for the address you provided where the party is to be served.

Sheriff of County,
(county where person can be served) (state where person can be served)
by personal or residence service.

Constable of County,
(county where person can be served) (state where person can be served)
by personal or residence service.

Designated delivery service
(pursuant to Neb. Rev. Stat. § 25-505.01)

Certified mail (return receipt requested)

Please serve a copy of the Notice of Filing, Summons, and a copy of the Petition for Judgment of Emancipation upon:

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(name of person to be served)

(street address where person can be served)

(city and state where person can be served)

SIGNATURE BLOCK:

- a. Sign your first, middle, and last names.
- b. Enter the date that you are signing.
- c. Enter or print your first, middle and lastnames.
- d. Enter your full street address/P.O.Box.
- e. Enter your city, state, and ZIP code.
- f. Enter your telephone number, including the area code.
- g. Enter your email address, if any.

a.	<hr/>	b.	Date	<hr/>
c.	Your Signature			
d.	Your Full Name			
e.	Your Full Street Address/P.O. Box			
e.	City/State/ZIP Code			
f.	Phone	g.	E-mail Address	