

VIRGINIA

IN THE CIRCUIT COURT OF FAIRFAX COUNTY

John Sample
(Plaintiff)

vs.

Case Number _____

Mary Sample
(Defendant)

ORDER OF PAYMENT

WHEREAS, the Clerk of Fairfax County Circuit Court is holding funds in the amount of \$ _____ **(enter dollar amount)**, which sum was posted by _____ **(enter payor)** on _____ **(enter date paid)** as bond for an appeal from this court, it is further:

ORDERED that the Clerk of Court shall disburse the appeal bond in the sum of \$ _____ **(enter dollar amount)** to _____ **(enter payee)** at _____ **(enter address)**

ENTERED on this _____ day of _____, 20__.

Judge, Circuit Court

I/WE ASK FOR THIS

SEEN AND AGREED

(Signature of Plaintiff or Counsel)

(Signature of Defendant or Counsel)

(Print Name)

(Print Name)

(Address)

(Address)

(City, State Zip Code)

(City, State Zip Code)

(Email and Telephone Number)

(Email and Telephone Number)

Certification of Service

I certify that a true and correct copy of the foregoing Order has been delivered, by Certified Mail, to the _____ **(name of Party or Counsel)**, at his/her address on this _____ day of _____, 20____.

(Name of Requesting Party)

Address

City, State Zip Code

Email and Telephone Number

(NOTE – THIS IS NECESSARY IF SIGNATURE OF THE OPPOSING PARTY OR HIS/HER ATTORNEY CANNOT BE ACQUIRED.)