

VIRGINIA

IN THE CIRCUIT COURT FOR FAIRFAX COUNTY

(Plaintiff)

vs.

Case Number: _____

(Defendant)

ORDER OF PAYMENT

WHEREAS, the Clerk of Fairfax County Circuit Court is holding funds in the amount of \$ _____, which sum was put into court on _____ (date) by _____ (name).

ORDERED that the Clerk of Court shall disburse the sum of \$ _____ to (name) _____ at _____ (address) _____, as payment for a _____ in the Fairfax Circuit Court.

ENTERED on this _____ day of _____, 20____

Judge, Circuit Court

(I/We) Ask for this:

Seen and Agreed: (As needed)

(Signature of Plaintiff or Counsel)

(Signature of Defendant or Counsel)

(Print Name)

(Print Name)

(Address)

(Address)

(City, State Zip Code)

(City, State Zip Code)

E-Mail: _____ Telephone: _____

E-Mail: _____ Telephone: _____

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_____.

(Signature of Requesting Party)

(Print Name)

(Address)

(City, State Zip Code)

(E-Mail)

(Telephone)

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