

CONTEMPT OF COURT/ ENFORCING COURT ORDERS

Forms and Instructions can be found
on our website:

www.coloradojudicial.gov

Under Self-Help and Forms,
Self-Help Resources,
Family Cases, Enforce Court Orders



Step 1 – Caption -

Check the District Court Box...
Write "Larimer" next to County...

Check appropriate box...

Box 1 - The Marriage of...

Box 2 - The Civil Union of...

Box 3 - Parental Responsibilities Concerning...

THE CAPTION ALWAYS REMAINS THE SAME AS
THE ORIGINAL CASE...

Write the Petitioner's Name...

Write the Co-Petitioner/Respondent's name...

Write down your name and address under "party
without attorney"...

<input type="checkbox"/> District Court <input type="checkbox"/> Juvenile Court _____ County, Colorado Court Address: _____ In re: <input type="checkbox"/> The Marriage of: <input type="checkbox"/> The Civil Union of: <input type="checkbox"/> Parental Responsibilities concerning: _____ Petitioner: and Co-Petitioner/Respondent: _____ Attorney or Party Without Attorney (Name and Address): _____ Phone Number: _____ E-mail: _____ FAX Number: _____ Atty. Reg. #: _____	<p style="text-align: center;">▲ COURT USE ONLY ▲</p> <p>Case Number: _____</p> <p>Division _____ Courtroom _____</p>
MOTION AND AFFIDAVIT FOR CITATION FOR CONTEMPT OF COURT	

Step 2

Who is filing the contempt motion and who do you believe is not following the court order?

Line 1: Write your name...

Line 2: Write the other party's name...

I, _____ state that _____ (the other party),
has failed to comply with an order of this court as follows:

Step 3 - Section 1 -

Write down the date that the Order was signed by the Judge/Magistrate...
Be sure it's the date of the Order that you believe is being violated...

Describe what the Order states...

Attach a copy of the signed order...

If you fail to attach a copy of the Order, your motion will be denied...

<p>1. On _____ (date), an Order was signed by this court ordering the other party to do the following: (Briefly describe what the Order says and attach a copy of the signed Order.)</p> <hr/> <hr/> <hr/> <hr/>
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STEP 4 – Section 2 -

If the other party owes you money due to violating the court order...

Line 1: Write down the total amount that you believe is owed to you...

Line 2: Write down the number of payments the other party has missed...

Line 3: Write down the payment amount that was ordered...

Line 4: Write down the dates the payments were missed...

Explain what the other party has done to violate the court order...

2. As of this date, the other party owes me a total of \$ _____, for _____ (number of payments) payment(s) in the amount(s) of \$ _____ that were ordered to have been made by the following date(s): _____.

and or

Other: (Identify exactly what the other party has done, or failed to do, in violation of the Order.)

STEP 5 - Sections 3 and 4 -

Section 3 - Explain the circumstances which may show that the other party has the present ability to comply with the Order...

3. Describe any circumstances which may show that the other party has the present ability to comply with the Order: _____

Section 4 - Explain the circumstances which may show that the other party willfully refused to comply with the Order...

4. Describe any circumstances which may show that the other party willfully refused to comply with the Order: _____

STEP 6 - Sections 5 through 7

Important - Please Read - DOES THIS APPLY TO YOUR CASE?

Signing this motion indicates that all of these statements are true...

Section 5 - There has not been a stay of execution or modification to the Order...

Section 6 - The actions of the other party are contrary to the Order of this court...

Section 7 - I request this court to issue an order to the other party to appear before the court at a specific date and time for a hearing to show cause why there has been a failure and/or refusal to comply with the Order of this court...

Step 7 – Section 8 -

You will need to indicate what type of contempt you are requesting by checking either or both options -
Option 1- Remedial Contempt – indicate the requested sanctions by checking one or more of the provided boxes...

Box 1 – payment of cost and reasonable attorney fees in conjunction with this filing...

Box 2 – payment of fine and/or imprisonment until the other party, who has the ability to comply, complies with the order...

Box 3 – other – be very specific in what remedy you are requesting the court to impose and enforce...

Option 2 - Punitive Contempt...

Please Read The Following

(A contempt order cannot address parenting time disputes, order make-up parenting time or modify a current order; the Court can only enforce the existing order...

You will need to file a motion to modify or a motion concerning parenting time disputes to address those matters...)

Step 8

Check appropriate box -

Box 1 - I am acknowledging I am filling in the blanks and not changing anything else on the form....

OR

Box 2 - I am acknowledging that I have made a change to the original content of this form...

(You would be changing the form if you changed any of the printed content on the court form...)

Step 9 – Verification and Signature Page -

Write in the day of the month...

Write in the month...

Write in the year...

Write in the city, or other location, and state or country...

Print your name and check the box indicating your role in the case...

Sign your name and check the box indicating your role in the case...

Write in your address, including city, state and zip code...

Write in your phone number, Including
area code...

Step 10- Order -

You will only fill out the caption section of this form

Check the District Court Box...

Write “Larimer” next to County...

Check appropriate box:

Box 1 - The Marriage of...

Box 2 - The Civil Union of...

Box 3 - Parental Responsibilities Concerning...

Write the Petitioner’s Name...

Write the Co-Petitioner/Respondent’s name...

Write down your case number...

Step 11 - Personal Service -

Once you receive the signed order and issued citation in the mail, those documents along with a copy of the contempt motion you filed must be **personally served** on the other party...

Proof of service of the documents must be filed with the Court prior to the court date in the citation...