

Name _____
(Plaintiff's name and address)

Address _____

Date _____

Plaintiff, *Pro Se*

(Name of person to whom you are inquiring about the defendant's whereabouts)

(Address of person to whom you are inquiring about the defendant's whereabouts)

(City)

(State)

(Zip code)

RE: _____ Docket No. FM _____
(Caption/title of case) (Docket number of complaint)

Dear _____:
(Name of the person to whom plaintiff is writing)

Please be advised that I have filed a complaint for _____ against
(Divorce/dissolution)

_____, your _____ I write to request
(Defendant's name) (Defendant's relationship to the person)

that you inform me about the home address of _____, if you
(Defendant's name)

know that information.

I am trying to give notice to _____ of the fact that I have
(Defendant's name)

filed a complaint for _____ against _____ in order that _____
(Divorce/dissolution) (Him/her) (He/she)

might appear or answer and defend this complaint. To assist you in promptly returning
your answer to me, I have enclosed a stamped, self-addressed envelope.

Thank you for your assistance.

Very truly yours,

(Plaintiff's signature)