

FORM F

[Regulation 9]

**NOTICE TO MAKE MAINTENANCE PAYMENTS ON BEHALF OF PERSON
AGAINST WHOM MAINTENANCE ORDER WAS MADE**

**NOTICES IN TERMS OF SECTION 16(3) OF THE MAINTENANCE ACT, 1998
(ACT No. 99 OF 1998)**

Reference No.

In the maintenance matter between:

.....
(person in whose favour maintenance order was made)

and

.....
(person against whom maintenance order was made)

A. Notification in terms of section 16(3)(a)

[This notice shall be served on the undermentioned person(s) within seven days after the day on which the order was made.]

To:
(person(s) who is/are obliged by any contract to pay money
on a periodical basis to above-mentioned person
against whom maintenance order was made)

of
..... (address(es))

1. You are hereby informed of the attached order of court in terms of which you are directed to make the payments as specified. Please note that these payments must be given priority over any other order of court requiring payments to be made from any other moneys due to the person against whom the maintenance order was made.

2. If you are discharged from your contractual obligation you shall within seven days after the day on which you are so discharged give notice thereof on Part C of this form to the maintenance officer of the court where the attached maintenance order was made. This notice may be submitted to the maintenance officer in any manner convenient to you, but you must keep record of the manner in which the notice was submitted.

3. Warning:

If you, without good reason, refuse or fail to -

- (a) make any payment in accordance with the attached order; or
- (b) furnish the maintenance officer with the notice provided for in Part C of this form,

you shall be guilty of an offence and may be sentenced to a fine or to imprisonment for a period not exceeding six months.

Dated at this day of

.....
Maintenance Officer / Clerk
of the Maintenance Court

B. Return of service

I,, certify that I have -

*(a) delivered a copy of the notice to personally
[regulation 26(1)(a)(i)];

or

*(b) offered a copy of the notice for delivery to
personally [regulation 26(1)(a)(i)];

or

*(c) delivered a copy of the notice to, a person
apparently not younger than the age of 16 years and apparently residing or
employed at the *residence/place of employment/place of business of
....., since he/she could not conveniently be found
[regulation 26(1)(a)(ii) or (iii)];

or

*(d) *affixed/placed a copy of the notice to/in the *outer/principal door/security
gate/post box of the *residence/place of employment/place of business of
....., since he/she prevented the service by
keeping his/her *residence/place of employment/place of business closed
[regulation 26(1)(c)];

or

*(e) delivered a copy of the notice to
a *director/responsible employee of
..... at the latter's *registered
office/main place of business [regulation 26(1)(a)(iv)].

Dated at this day of,
.....

.....
*Maintenance Investigator/Sheriff/Police Officer

C. Notification in terms of section 16(3)(b)

To: The Maintenance Officer/Clerk of the Maintenance Court of the Magistrate's Office,

1. I,, certify that I have been discharged with effect from(date) from my contractual obligation to pay money on a periodical basis to, the person against whom the above-mentioned order was made, for the following reasons:

.....
.....
.....

2. The following information at my disposal may be relevant for purposes of making a new order against another person who may be obliged by any contract to pay money on a periodical basis to the person against whom the above-mentioned order was made:

.....
.....

Dated at this day of

.....
Signature of person who makes maintenance payments on behalf of person against whom maintenance order was made

*Delete whichever is not applicable