

Article 14(2), first indent - Names and addresses of the competent receiving or transmitting authorities

The court that has jurisdiction for outgoing requests is the local court (*Amtsgericht*) of the district where the applicant has their domicile (*Wohnsitz*) or habitual residence (*gewöhnlicher Aufenthalt*). The Land governments may make orders (*Rechtsverordnungen*) giving a single local court the function of requested court for the districts of several local courts. In North Rhine-Westphalia the local courts that sit in the same place as the regional court (*Landgericht*) have jurisdiction for receiving and transmitting applications for cross-border assistance with court costs (*Prozesskostenhilfe*) submitted by natural persons, and for transmitting applications for cross-border assistance with legal advice (*Beratungshilfe*).

In accordance with the first sentence of section 21(1) of the Foreign Maintenance Act (*Auslandsunterhaltgesetz - AUG*), the transmitting authority for cross-border requests for assistance with court costs in maintenance claims is the local court for the district of the seat of the higher regional court (*Oberlandesgericht*) in whose jurisdiction the applicant habitually resides.

The address given should be the special postal address for large customers (the *Großkundenadresse*, consisting of a post code and locality), if available, and failing that — or indeed in addition — the PO box address (*Postfachadresse*). Letter post should use the special postal address for large customers and failing that the PO box address. Express items and packages (including small packages) should use only the full street address.

Incoming applications for assistance with court costs are dealt with by the court hearing the case or enforcing the decisions.

Article 14(2), third indent - Available methods of receiving applications

The following means of communication are available:

For receipt and dispatch: post, including private courier services, fax.

For informal communications: Telephone and email (where indicated).

Article 14(2), fourth indent - Languages that may be used for completion of the application

German

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