

Changing a Child Support Order in Your State

! The information below applies only to California

1. How can I find out if I have a “IV-D” child support case in this state?

California Department of Child Support Services
P. O. Box 419064
Rancho Cordova CA 95741-9064

1-866-901-3212 (toll-free)

“Customer Connect” is California’s child support self-service information system. Parties can go online and access specific account information at any time on the secure website:

<http://www.childsup-connect.ca.gov/>. They can also use the toll-free automated phone system to contact their local child support agency (LCSA) or access their account information: Within the U.S.: 1-866-901-3212 (toll-free), Outside the U.S.: 1-408-273-0073

2. How can I contact my child support agency?

California Department of Child Support Services
P. O. Box 419064
Rancho Cordova CA 95741-9064

1-866-901-3212 (toll-free)

California has a county-based child support system, with numerous local child support agencies (LCSA). The locations of LCSAs throughout California are available online at: www.childsup.ca.gov/Home/LCSAOffices/tabid/301/Default.aspx

3. If I am incarcerated, are there any barriers to having my order changed?

No. There are no barriers such as legal statutes or policies that prevent incarcerated parents from modifying their obligations. Incarceration/institutionalization constitutes a change in circumstances which is one of the conditions under which parties may request a child support modification. While incarcerated or institutionalized, a parent must show proof that he/she does not have the means to pay child support.

4. Do you provide any materials online that I can use to ask for a change to my child support order?

There is a section in the “Child Support Handbook,” that has *information* about modifying a child support order. The handbook is available online in many languages. The English link is http://www.childsup.ca.gov/portals/0/resources/docs/pub160_english.pdf (see p.21 and 26) and Armenian, Chinese, Hmong, Russian, Spanish, and Vietnamese can be found here: <http://www.childsup.ca.gov/Resources/Publications.aspx>

The Judicial Council “Request for Order Modification” form (FL-300) is available online at <http://ceb.com/lawalerts/request%20for%20order.pdf>. Form FL-300 requires additional documents to be submitted when filed. These documents are the “Income and Expense Declaration” form (FL-150) at <http://www.pdfFiller.com/100019232-fl150-Fillable-FL-150-Income-And-Expense-Declaration-User-Forms?gclid=CMG95Z60oLkCFeZxQgod8wQArw>, the “Responsive Declaration” form (FL-320) at http://www.pdfFiller.com/100017224-fl320-Fillable-FL-320---California-Courts---CAgov-User-Forms?gclid=CNuai-W0oLkCFed_Qgod-iYALg, and the “Financial Statement” form (FL-155) at <http://www.courts.ca.gov/documents/fl155.pdf>.

Incarcerated parents may fill out a separate form to request a modification, “Incarcerated Parent’s Request to Review Child Support” (DCSS 0018), although this form is not available online.

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5. Do you have any printed materials I could read to learn more about child support for parents who are incarcerated?

Yes, there are several brochures attached here, and listed below:

- “Child Support Information for the Parent in Jail or Prison”
http://www.childsup.ca.gov/portals/0/resources/docs/pub248_english.pdf
- “The Basics of Child Support for Incarcerated Parents”
<http://www.courts.ca.gov/documents/incarceratedguide.pdf>

6. When can I ask to have my order changed?

In general, whenever there is a change in circumstances, either party may request a child support modification. Changes in circumstance include incarceration or institutionalization and release from prison or jail.

7. How do I request the change?

A child support order can be modified to zero if the obligated person is incarcerated and does not have other sources of income. However, this process does not happen automatically. In order to seek order modifications based on incarceration, LCSAs must be informed of the change in circumstances.

To ensure the LCSA has the required information, an obligor (parent ordered to pay child support) who is incarcerated or institutionalized should immediately contact the LCSA by calling (866) 901-3212 or by completing the form, “Incarcerated Parent’s Request to Review Child Support” (DCSS 0018) and mailing it to:

Child Support Services – Incarcerated Correspondence
P.O. Box 391
Placerville CA 95667

An **obligee** (parent to whom child support is to be paid) should call the LCSA or complete the form and mail it to:

Child Support Services – Incarcerated Correspondence
435 Executive Court North
Fairfield CA 94534

A request for modification may also be made to the LCSA in a written letter describing the change in circumstances, the obligor’s/obligee’s jail or prison status, and why a modification is being requested. Until the child support order is modified, unpaid child support plus 10% interest will be owed.

Parents who are not incarcerated may request a change in a child support order by contacting their LCSA, going to court on their own, or hiring an attorney. More information is available at “Changing Your Child Support Amount”, https://www.childsup.ca.gov/Portals/0/resources/docs/pub252_english.pdf, which is attached.

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8. What is the process after I've asked to have my order changed, and how long does it take?

Within 15 business days of receiving an oral or written request for review for adjustment, the LCSA determines whether a change in circumstances exists that is expected to last for more than three months. Within 15 business days of determining that it is appropriate, the LCSA files a motion with the court to modify the support order to zero. The LCSA obtains an adjusted order within 180 days from the date of a request for review for adjustment.

Under California law, effective between July 2011 and July 2015, child support orders can be suspended if the parent will be incarcerated more than 90 days as long as the incarcerated parent does not have any means to pay the order. Suspending the order means the order is set at zero until the incarcerated parent is released. An incarcerated parent must contact the LCSA to petition the court for this remedy. (Refer to CSS Letter 11-08 "Chaptered Legislation, Senate Bill 1155, Petition to Set Aside Arrears for Periods of Incarceration or Involuntary Institutionalization.")

If a party lives in another state, the LCSA may have to request the other state to conduct a review for modification.

9. Is this process different if the other parent agrees to the change in advance?

Yes, if the parties agree to a support amount ahead of time, they can sign an agreement (stipulation) that is filed with the court. The judge reviews and approves it without their going to court.

10. Does it cost anything to try to have my order changed?

There are no costs/fees to request a review for modification conducted/filed by the LCSA. If parties file modification documents independently, there should be no filing fee as long as the LCSA is enforcing the order.

11. If I am incarcerated, do I need to do anything else to have my order changed?

No, in most cases, it is not necessary for an incarcerated parent to request a telephonic hearing or talk with someone from the child support office.

12. If I am incarcerated, does my state have any programs to help me with child support?

There are a variety of efforts made at the local level. Some LCSAs actively work with correctional institutions. All state correctional facilities have a child support video for incarcerated parents who owe child support.

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13. Can I get help with child support questions from other sources?

- The Judicial Council of California website includes information about “Changing a Child Support Order” at <http://www.courts.ca.gov/1196.htm>
- Legal Services for Prisoners with Children provides an “Incarcerated Parents Manual” online at <http://www.prisonerswithchildren.org/pubs/ipm.pdf>
- Every family court has a Family Law Facilitator to provide child support information and help parents obtain and complete court forms. Services are free and unconnected with DCSS. Contact information is available online at <http://www.courts.ca.gov/selfhelp-facilitators.htm>
- Friends Outside provides Case Manager Specialists to assist incarcerated parents at correctional facilities. (<http://www.friendsoutside.org/contact-us.htm>)
- Every LCSA has an ombudsperson available to explain the rights and responsibilities of parents and to talk with them about child support concerns. (<http://www.childsup.ca.gov/Resources/Services/OmbudspersonProgram.aspx>)
- The Virtual Self-Help Law Center addresses orders issued after July 1, 2011 at: <http://cc-courthelp.org/index.cfm?fuseaction=Page.ViewPage&pageId=770>

14. Is there anything else I should know about trying to change my order?

Depending on the language in a court order that has been modified to zero while a parent is incarcerated, the amount specified in the original order may resume when the obligated parent is released. However, release from incarceration in a county jail, state or federal prison, court-ordered rehabilitation facility, or psychiatric facility is considered a basis for reviewing a court order for modification.

Upon release, an obligated parent should work with the LCSA to ensure an order is appropriate for the parent’s circumstances. If the obligated parent is temporarily

unable to pay child support, or his/her new income is significantly lower than the income he/she was earning at the time the original order was made, the parent may request a review for modification of the original order.

Under California law, effective between July 2011 and July 2015, incarcerated parents can petition the court to request an **adjustment of arrears** accumulated during confinement. The court may adjust the arrears from the first day of incarceration, if an obligated parent is incarcerated or institutionalized for more than 90 consecutive days. The incarcerated parent must show proof of the dates of incarceration, along with proof that during that time he/she did not have the means to pay the support. (Refer to CSS Letter 11-08 “Chaptered Legislation, Senate Bill 1155, Petition to Set Aside Arrears for Periods of Incarceration or Involuntary Institutionalization.”)

Petitioning involves completing the Judicial Council form: “Request for Judicial Adjustment of Arrearages Due to Incarceration or Involuntary Institutionalization” (FL-676), available online at <http://www.courts.ca.gov/documents/fl676.pdf>.

(Instructions for completing FL-676 are contained in the “Information Sheet” (FL-676-INFO), available online at <http://www.courts.ca.gov/documents/fl676info.pdf>.)



The federal Office of Child Support Enforcement prepared this guide; however, your local child support agency can provide the most current information. This guide does not have any binding legal authority and does not constitute legal advice. You may wish to consult a lawyer before using the forms or information provided.





Changing Your Child Support Amount



Points to Remember

- Parents or caregivers can request a modification (change).
- To request a modification through the local child support agency, you must have an open case.
- A case can be opened anytime.
- Your child support order can go up or down based on information gathered. The order may not be what you expected.
- There is no charge for requesting a modification through the local child support agency.
- Even if your request is denied, you can still go to court to have a judge decide your order. The Family Law Facilitator at the courthouse can help you do this.

Contact a local child support agency:

866-901-3212 toll-free

(within the U.S.)

TTY 866-399-4096



Edmund G. Brown Jr., Governor
State of California

Diana S. Dooley, Secretary
California Health and Human Services Agency

Kathleen Hrepich, Interim Director
California Department of Child Support Services

1-866-901-3212 (toll-free)
TTY 1-866-399-4096 (toll-free)
www.childsup.ca.gov

PUB 252 (11/2012)

The California Department of Child Support Services does not provide legal services to parents or guardians.

Department of
Child Support Services

How can I change my child support amount?

You can ask for a modification to increase or decrease your court-ordered child support amount.

Who can ask for a modification?

- Noncustodial parents.
- Custodial parties (parents, caregivers, etc.)
- Local child support agencies.
- Child support agencies from other states.

How do I ask for a modification?

- Contact your local child support agency.
- Go to court on your own. The Family Law Facilitator at the courthouse (not part of the local child support agency) provides free legal assistance and can help you with the process.
- Hire a private attorney to go to court with you.

When can I ask for a modification?

You can ask for a modification if your circumstances change, such as:

- You are laid off or fired from your job.
- You get a new or additional job.
- Your income or the other parent's income increases or decreases.
- Custody or visitation changes.
- Family size changes.

- You become disabled.
- You go to jail or prison.
- You are deployed to active military service.



What do I need to provide?

In order for the local child support agency to review your case for modification, you will need to provide information, such as:

- Income and expenses.
- Child care expenses.
- Medical insurance.
- Disability (SSI, SDI, SSA, etc.)
- Jail or prison status.
- Unemployment benefits.
- Retirement income.
- Custody and visitation arrangements.

What should I expect?

After reviewing the information (above) you and the other parent provide, the local child support agency will determine whether a modification is needed, and if so, the appropriate amount of support. A modification may be justified if the support order would change by 20 percent or \$50, whichever is less.

If you and the other party can agree to the support amount ahead of time, you can sign a stipulation (agreement) that must be filed with the court.

If there is no agreement, you will receive a notice to appear in court for a hearing where a judge or commissioner will decide the amount.

If the other party lives in another state, the local child support agency may have to request that the other state conduct a review and request a modification.



THE BASICS OF CHILD SUPPORT FOR INCARCERATED PARENTS

This pamphlet provides a quick reference for general information and answers to commonly asked questions on child support and the court process.

This pamphlet is not a substitute for legal advice in your case.

Protect your rights. Always get legal advice so you understand your rights, responsibilities, and any legal documents.

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Judicial Council of California
Administrative Office of the Courts
455 Golden Gate Avenue
San Francisco, California 94102-3688

<http://www.courts.ca.gov/selfhelp.htm>

November 2011

Do I still have to pay my child support order when I am incarcerated?

Yes. Until the court changes your order, you continue to owe the monthly child support plus 10 percent interest on any past-due support until the court changes the order. To ask the court to change the child support amount, you must file a request for a court hearing.

NOTE: The court does not have the power to change your child support until you file your court papers asking for a change. When the court hears your case, the earliest date that a change in your support order can become effective is the date you filed the papers.

Where do I get the forms to request a hearing to change my child support court order?

Court forms are available at every court clerk's office in California. If you want forms to be mailed to you, always include a self-addressed stamped envelope when you write to the court clerk. Child support forms are also available at the Office of the Family Law Facilitator. You can get information about the family law facilitator in your county at <http://www.courts.ca.gov/selfhelp-facilitators.htm>

You can also get court forms by printing them from the California Courts website: <http://www.courts.ca.gov/forms.htm>. **Many of the forms on this website are fillable online.**

Are there free resources to prepare a child support calculation?

Yes. The California Department of Child Support Services has a child support calculator on the Internet: www.childsup.ca.gov/Resources/CalculateChildSupport/tabid/114/Default.aspx

Does the California Department of Child Support Services have any other free online resources?

Yes. They publish a handbook that is available at www.childsup.ca.gov/Portals/0/resources/docs/pub160_english.pdf. It is available in both English and Spanish. It provides information on paternity, paying

child support, and resolving problems with your child support case.

Is there a filing fee to request a hearing on child support?

It depends. There is no filing fee if child support is the only issue and the local child support agency is providing services in your case. If there are issues in addition to child support, such as custody or visitation, fees may be charged. If you get public assistance, have no or low income, or are not sure if the local child support agency is providing services in your case, you can ask the court to waive any court filing or copy fees by completing a *Request to Waive Court Fees* (form FW-001).

How can I get a copy of a past court order or other court papers filed in my case?

You must contact the court clerk in the courthouse where your case is filed to get copies of orders or court papers in your file.

Provide your name, the other party's name, the type of case, the case number (if available), and the approximate date of the court order or document requested. There is a photocopy charge unless you have no or low income or receive public assistance. To have this charge waived, you can ask the court clerk for a fee waiver application form, *Request to Waive Court Fees* (form FW-001).

Which forms do I need to file to change my child support order?

There are many different forms that you may use. Here are the typical forms you will need to fill out for each child support order you want to change:

- A. **Notice of Motion** (form FL-301).
- B. **Application for Order and Supporting Declaration** (form FL-310). Explain all the reasons why you are asking to change the court order. (For example, state when you became unemployed, why you are no longer employed, why you cannot pay the court-

ordered support, why you cannot attend the court hearing, and what change you are asking the court to make in the current order.)

- C. **Financial Statement (Simplified)** (form FL-155).
- D. **Request to Waive Court Fees** (form FW-001).

Complete and sign (in black or blue ink) the above forms. All four of these forms are fillable online at the California Courts website: <http://courts.ca.gov/forms>

Make 3 copies of each document. **(Always keep 1 copy for your records!)**

File your forms with the proper court in the county where you owe child support.

To file the documents with the court by mail, send **the original and 2 copies** to the court clerk, **along with a self-addressed stamped return envelope** and a cover letter asking the court clerk to file your forms. When the court clerk returns the "Filed" stamped copy to you, find someone at least 18 years old, and not a party in your case, to serve your documents. **You cannot serve your own documents.** There are two ways to serve documents: (1) by personal delivery or (2) by first-class mail. The person who serves the documents must complete a *Proof of Service* and file it with the court clerk. He or she must serve the local child support agency and the other parent at least:

- o **16 court days** before the hearing (if serving by personal delivery), or
- o **ADD 5 calendar days** (+16 court days) if serving by mail within California, or
- o **ADD 10 calendar days** (+16 court days) if serving by mail outside California but within the U.S.A.
- o See Code of Civil Procedure section 1005 for other situations.

What paper do I file if I am served with a Notice of Motion or an Order to Show Cause?

You must **file** a *Responsive Declaration* at the court clerk's office at least **9 court days** before the hearing

date, or the court may grant the relief requested in the papers without any input from you.

You must also have someone (at least 18 years old who is not a party to your case) **serve a copy of the document** on the other parent and the local child support agency (if applicable)

- o **9 court days** (if by personal delivery). **ADD 5 days** if by mail service within California. (See Code Civ. Proc., § 1005 for other situations.)

Where can I get free help or information about my child support questions?

Information is available at no charge from the Office of the Family Law Facilitator (FLF) in every county. The FLF can help with child support, paternity, spousal support, and health insurance issues. The FLF can:

- Provide educational materials.
- Provide court forms.
- Provide assistance with court forms.
- Prepare guideline child support calculations.
- Provide referrals to the local child support agency, family court services, and other community agencies.

The FLF is *not* your attorney and does not represent either party. A FLF may assist both parties in the same case. The FLF is not responsible for the outcome of your case.

There is no attorney-client privilege and no confidential relationship between any person and the FLF. The FLF can also help the other parent in your case.

You should contact your own attorney if you want personalized advice or strategy, a confidential conversation, or representation in court. For information on finding an attorney who might be willing to help for a lower fee, you can check:

<http://www.courts.ca.gov/selfhelp-lowcosthelp.htm>

How is child support calculated?

The California Family Code (sections 4050–4076) establishes a statewide **guideline for child support**. The amount of child support ordered by the court depends on:

- Number of children
- Percentage of time each parent shares with the children
- Income, earnings, or earning capacity of each parent
- Tax filing status
- Support of children from other relationships
- Health insurance expenses
- Mandatory union dues
- Mandatory retirement contributions
- Child-care and uninsured health expenses
- Other factors

The court will order that health insurance be maintained if available at no or reasonable cost through the employment of the parents. The court will also order, as additional child support, reasonable uninsured health-care costs and child-care costs related to employment or to education or training for employment.

The child support order may also include the cost of travel for visitation, educational expenses, and other special needs.

When will the child support order end?

Child support payments are usually court ordered until the child reaches the age of 18 years and completes high school, or age 19 if the child is still in high school full time and not self-supporting. Disabled adult children may be entitled to be supported by both parents beyond this period.

What paper do I file if I am served with a **Summons and Complaint (form FL-600)** or a **Petition—Marriage (form FL-100)**, and how soon must I file it?

You **must file** the **Answer to Complaint** (form FL-610) or the **Response** (form FL-120) at the court clerk’s office within **30 days** after you receive the papers, or the court can make an order awarding the amount of child support the other party asked for without any input from you. If the *Summons and Complaint* was filed by a local child support agency, there is no fee charged for filing your *Answer to Complaint*. If the *Summons and Complaint* was filed by someone other than the local child support agency, or if you were served with a *Petition—Marriage*, there is a fee charged to file the *Answer to Complaint* or *Response*. If you have no or low income or receive public assistance, you can **ask the court to waive the filing fee with a Request to Waive Court Fees** (form FW-001). After you have filed your papers, you must have someone at least 18 years old who is not a party to your case **serve your Answer to Complaint or Response** on the other party (and the local child support agency if they are involved in your case), and **file a Proof of Service** with the court clerk.

The court “presumed” that I earned a certain amount of money. How can I change the order?

If a judgment for child support was based on a “presumed income” and your actual income is lower than the amount the court presumed, you have 1 year from the date of the first collection of money by the local child support agency to file a **Notice and Motion to Cancel (Set Aside) Support Order Based on Presumed Income** (form FL-640) and a *Financial Statement (Simplified)* (form FL-155). If the local child support agency is enforcing your case, there is no fee charged for filing this motion.

WARNING: Do not wait to file your motion. Your deadline for filing may be less than 1 year if there are other legal grounds. Contact a lawyer for help.

The court may, where appropriate, set aside the original support order and recalculate the guideline amount based on your actual income, or possibly your income earning ability, for the period of time for which a support judgment was entered.

If you are not successful in setting aside an order for child support, you may also seek to change the order by filing a **Notice of Motion** (using form FL-301 or other appropriate form) for modification of child support.

How can I avoid the interest charges?

The law requires interest be charged for missed child support payments. To avoid incurring unnecessary interest charges, you must ask the court to modify your child support order as quickly as possible. You may also file a request for a court hearing for the court to determine exactly how much child support arrears and interest you owe.

Which agency in California is responsible for child support enforcement and how do I contact it?

The Department of Child Support Services (DCSS) is the state agency responsible for child support enforcement. The local office in each county is called the local child support agency or the local Department of Child Support Services.

Toll-free DCSS number: 1-866-249-0773
TDD: 1-866-223-9529

The locations of local child support agencies throughout the state are at:

www.childsup.ca.gov/Home/LCSAOffices/tabid/301/Default.aspx

Who can I contact if the local child support agency does not respond to my request for assistance?

Call 1-866-249-0773 (toll free) to get information on what to do if you are experiencing problems with a local child support agency.



CALIFORNIA'S CHILD SUPPORT PROGRAM: A Resource for Parents ...

■ What if I am served with legal papers while I am incarcerated?

A Summons and Complaint is the first step in the child support process and your chance to tell the child support office about your situation. You only have 30 days to file the form called an "Answer To Complaint" that is attached to the Summons and Complaint or to contact the child support office if you do not agree with what the papers say.

■ What if I am not sure if I'm the child's father?

If paternity (legal fatherhood) has not been established, you can request free **DNA** testing to make sure you are the father. The testing can be done while you are incarcerated **but you must request it**.

■ What if I don't complete and return the "Answer To Complaint?"

You will legally become the child's father and may be ordered to pay child support.

■ I already have a child support order. Will that order continue while I'm incarcerated?

YES. Once a child support order is in place, you will continue to owe child support each and every month. You must act immediately to get your child support order changed. Being incarcerated does not automatically change your obligation to support your children. If you do not pay your child support, 10% interest will be added any unpaid amount.

■ How do I get my child support order changed?

Complete the **Incarcerated Parent's Request to Review Child Support** form available at your institution and mail it to your Local Child Support Agency (LCSA). Once this form is received it will be forwarded to the child support agency that manages your case for a review to determine if you are eligible for a modification of your child support order.

Remember that even after mailing the form it takes time to process and your child support obligation will continue until your child support order is changed.

GET THE FORM - FILL IT OUT - TURN IT IN

Don't put it off because the longer you wait the more money you will owe. It is your responsibility to contact the child support office and follow up to make sure your child support is lowered or stopped.

Contact your local child support office: 1-866-901-3212, or: TTY: 1-866-399-4096



Child Support
Directors Association

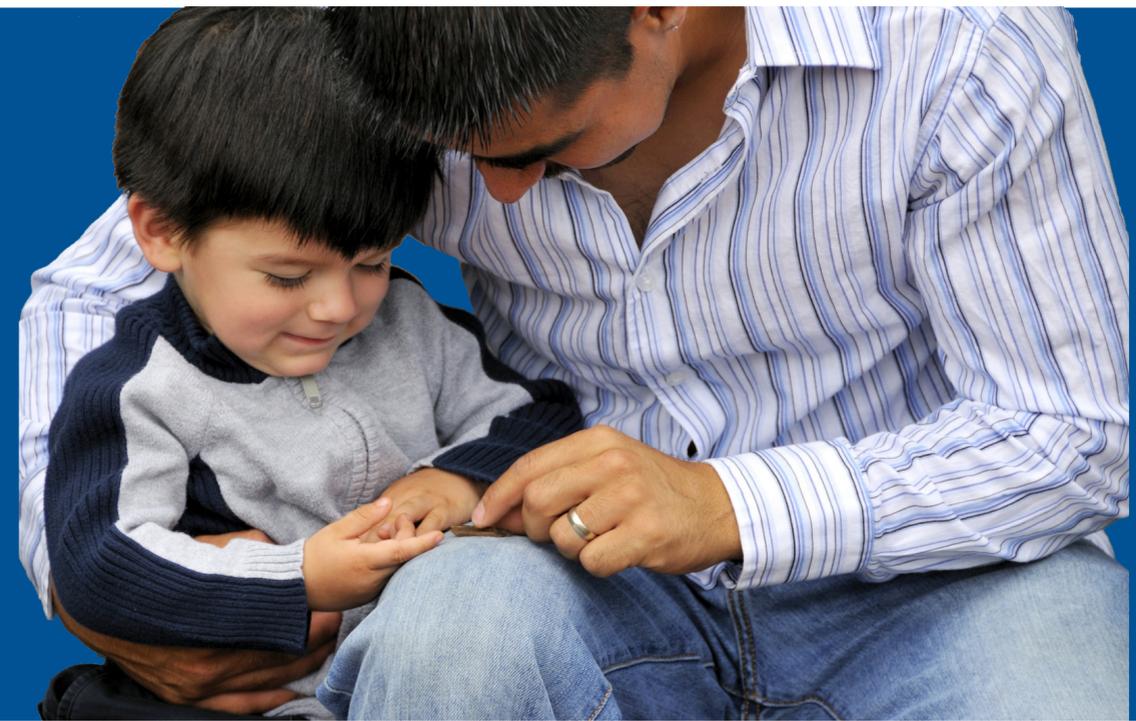
*A Coalition of Experts Collecting Billions
for California's Children*

"Child Support... An Investment in the Future of Our Children"

CHILD SUPPORT DIRECTORS ASSOCIATION

www.csdaca.org

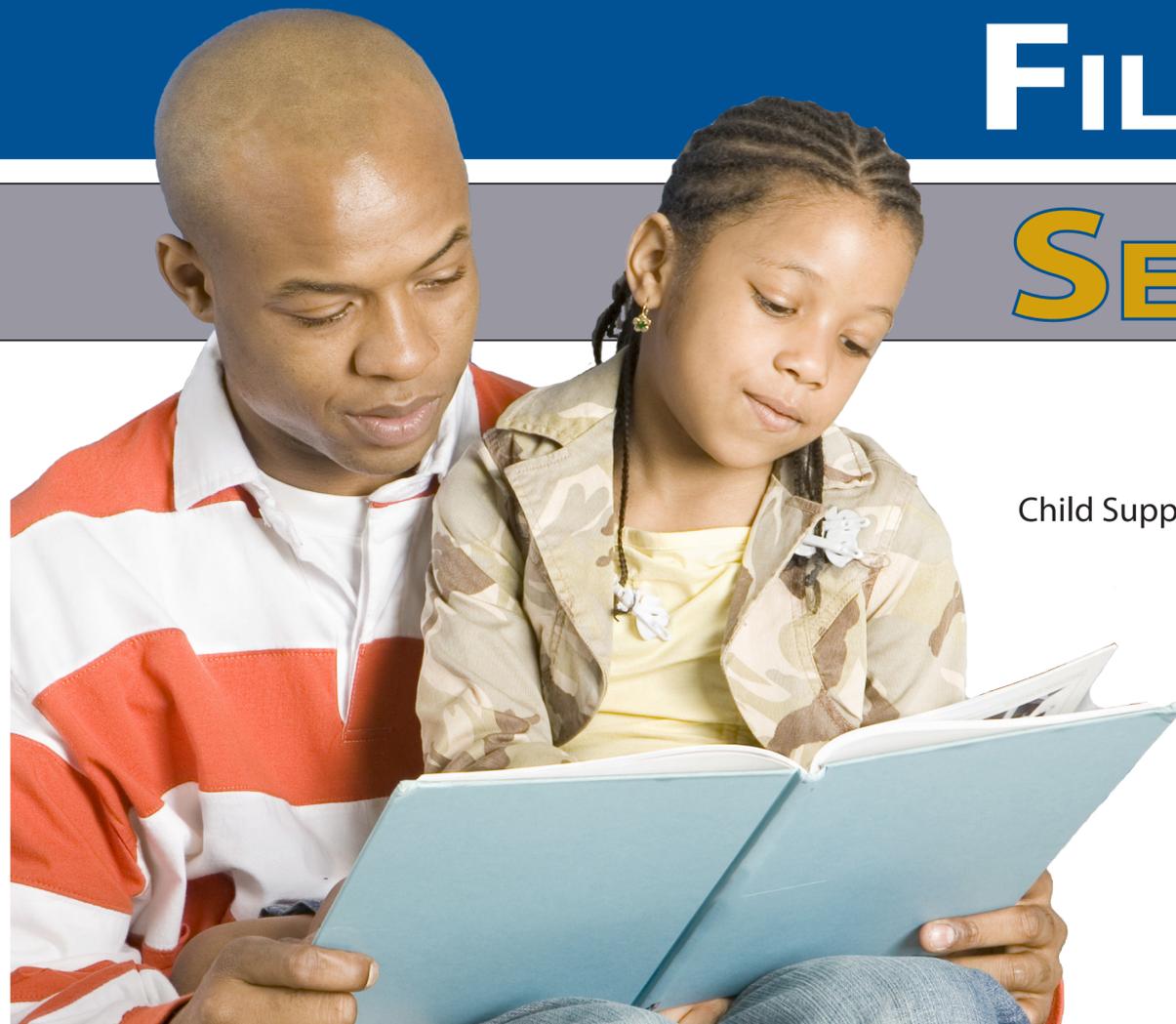
Working with the Child Support Program: What You Need To Do



GET THE FORM

FILL IT OUT

SEND IT IN



Child Support Services- Incarcerated Correspondence
P. O. Box 391
Placerville, California 95667

(866) 901-3212



STATE OF CALIFORNIA-HEALTH AND HUMAN SERVICES AGENCY DEPARTMENT OF CHILD SUPPORT SERVICES
INCARCERATED PARENT'S REQUEST TO REVIEW CHILD SUPPORT
DCSS 0018 (07/12/10)

INSTRUCTIONS: Fill in the information below and mail this form to: P.O. Box 391, Placerville, CA 95667. It will be submitted to the local child support agency that handles your child support case.

I am requesting a review of my child support order to see if it can be lowered or stopped while I am incarcerated. I understand this does not change what I currently owe in back child support (arrears).*

NAME (PLEASE PRINT) (LAST)		(FIRST)	
SOCIAL SECURITY NUMBER		DATE OF BIRTH	
CURRENT ADDRESS/INSTITUTION		CDCR NUMBER/BOOKING NUMBER/JAIL NUMBER	
DATE OF CURRENT INCARCERATION		EXPECTED DATE OF RELEASE	
ADDRESS WHERE YOU WILL RECEIVE MAIL WHEN RELEASED (STREET OR P.O. BOX):			
CITY	STATE	ZIP CODE	

I am requesting a review of my child support order for the following child(ren).

CHILD'S NAME (First and Last Name)	CHILD'S AGE/ BIRTHDATE	COUNTY HANDLING THIS CHILD SUPPORT CASE	OTHER PARENTS

IF YOU NEED MORE SPACE, USE ADDITIONAL PAPER

OTHER QUESTIONS/CONCERNS:

* Check here if you would like information regarding the Compromise of Arrears Program.

Privacy Statement
The Information Practices Act of 1977 (Civil Code Section 1798.17) and the Federal Privacy Act of 1974 (Public Law 93 579) requires that this notice be provided when collecting personal information from individuals. Information requested on this form, including your Social Security Number, is used by the Department of Child Support Services (DCSS) for purposes of identification and communication with you. The DCSS is required, under Section 466(a)(13) of the Social Security Act, to collect the Social Security Number of any individual who is subject to a divorce decree, support order, or paternity determination or acknowledgement. Social Security Number information is mandatory and will be kept on file at the local child support agency to locate and identify individuals and assets for the purpose of establishing, modifying, and enforcing child support obligations. Enrolling a child in health insurance may require the release of the child's Social Security Number and mailing address to the other parent's employer or the release of the child's Social Security Number to the other parent. The information in your case may be discussed with or given to the State, other public agencies that can legally receive such information, and to the other parent or his/her attorney to the extent required by law.

I understand that if the order is changed while I am incarcerated the order may be changed again when I am released and that I should contact my local child support agency upon my release. I declare under penalty of perjury that I have no income or assets and have no way of paying child support.

SIGNATURE OF INMATE _____ DATE _____