

For the case that is being considered for establishment of an order initially or for modification of an existing order:

General:

1. Number of children supported in this case	
2. Name and date of birth of each child supported in this case	
Mother:	Father:
3. Mother's full name.	3. Father's full name.
4. Mother's date of birth.	4. Father's date of birth.
5. Mother's social security number.	5. Father's social security number.
6. Mother's mailing address.	6. Father's mailing address.
7. The name of Mother's employer.	7. The name of Father's employer.
8. Address of Mother's employer.	8. Address of Father's employer.
9. Mother's gross annual income from all sources and types of income (e.g., wages, salaries, commissions, interest, unemployment benefits, welfare payments, social security payments of any kind, etc.	9. Father's gross annual income from all sources and types of income (e.g., wages, salaries, commissions, interest, unemployment benefits, welfare payments, social security payments of any kind, etc.
Parenting Time Adjustment:	
10. Number of days the child spends with Mother annually.	10. Number of days the child spends with Father annually.
Additional Expenses	
11. Monthly cost of work-related child care	11. Monthly cost of work-related child care
12. Monthly cost of health insurance premium for children to be supported in this case	12. Monthly cost of health insurance premium for children to be supported in this case
13. Monthly amount of recurring uninsured medical expenses for children to be supported in this case	13. Monthly amount of recurring uninsured medical expenses for children to be supported in this case
Credits Against Income:	
14. Proof of payment of child support for qualified other children living with this parent less than 50% of the time.	14. Proof of payment of child support for qualified other children living with this parent less than 50% of the time.
15. Self-employment tax and proof of payment	15. Self-employment tax and proof of payment
16. Names and dates of birth of Mother's qualified other children living in her home 50% or more of the time.	16. Names and dates of birth of Father's qualified other children living in his home 50% or more of the time.
17. Names and dates of birth of Mother's qualified other children living less than 50% of the time in her home and proof of support.	17. Names and dates of birth of Father's qualified other children living less than 50% of the time in his home and proof of support.
18. Proof of legal duty to support the child	18. Proof of legal duty to support the child

for whom credit is sought.	for whom credit is sought.
Deviations: (List is not exhaustive)	
<p>19. Proof for Deviations:</p> <p>For Low Income—Evidence of income (adjusted gross income must be \$9,645 or less per yr.);</p> <p>For Hardship—Evidence demonstrating that a reduction or increase in the amount of support resulting from a modification of an order will result in a hardship to the parent.</p> <p>For Extraordinary Educational Expenses—Evidence of the cost of the private or special needs education, the need of the child to have the education, and the prior educational decisions of the parents.</p> <p>For Special Expenses—Evidence of the cost of the special expense (music/art lessons, special travel, athletic training costs, school band, etc.) and reasons justifying the expense.</p> <p>Serious Impairment of the Ability to Care for Children if the Order is Reduced—Evidence that a reduction in support will seriously impact the ability to provide minimally adequate housing, food and clothing for the children.</p>	<p>19. Proof for Deviations:</p> <p>For Low Income—Evidence of income (adjusted gross income must be \$9,645 or less per yr.);</p> <p>For Hardship— Evidence demonstrating that a reduction or increase in the amount of support resulting from a modification of an order will result in a hardship to the parent.</p> <p>For Extraordinary Educational Expenses—Evidence of the cost of the private or special needs education, the need of the child to have the education, and the prior educational decisions of the parents.</p> <p>For Special Expenses—Evidence of the cost of the special expense (music/art lessons, special travel, athletic training costs, school band, etc.) and reasons justifying the expense.</p> <p>Serious Impairment of the Ability to Care for Children if the Order is Reduced—Evidence that a reduction in support will seriously impact the ability to provide minimally adequate housing, food and clothing for the children.</p>
Documents which may assist in providing proof: (List is not exhaustive)	
<p>Child Support payment history from the court clerk or from the Department of Human Services' Child Support Office or its Internet site; copy of signed court-issued child support order(s); signed voluntary acknowledgement of paternity; child's birth certificate; school records; utility records; tax records; money receipts and/or canceled checks of child support or of monetary payments provided for the care of children; proof of insurance payment; proof of work-related childcare payments; proof of uninsured medical expenses; wage statements/pay stubs; proof of unemployment compensation or workers compensation payments; and social security earnings record.</p>	