

**APPLICATION FOR CHILD SUPPORT SERVICES  
NON-PUBLIC ASSISTANCE APPLICANT/RECIPIENT**

**IMPORTANT:** If you are receiving ADC or Medicaid, do not complete this application because you became eligible for child support services when you signed the ADC/Medicaid application.

I, \_\_\_\_\_, request child support services from the \_\_\_\_\_ CSEA (Child Support Enforcement Agency). I understand and agree to the following:

- A. I am a resident of the county in which services are requested and no other Ohio county has jurisdiction over support – OR – I am requesting services from the Ohio county of jurisdiction.
- B. The only fee that can be charged for services is a one dollar application fee. Some counties pay this fee for the applicants.
- C. Recipients of child support services shall cooperate to the best of their ability with the CSEA. (See attached rights and responsibility information).
- D. In providing IV-D services, the CSEA and any of its contracted agents (e.g., prosecutors, attorneys, hearing officers, etc.) represent the best interest of the children of the state of Ohio and do not represent any IV-D recipient or the IV-D recipient's personal interest.

The Child Support Enforcement Agency can assist you in providing the following services:

- 1. Location of Absent Parents.**  
The agency can assist in finding where an absent parent is currently living, in what city, town, or state. The applicant can request 'Location Only Services', if the sole need is to find the whereabouts of the absent parent.
- 2. Establishment or Adjustment of Child Support and Medical Support.**  
The CSEA can assist you to obtain an order for support if you are separated, have been deserted, or need to establish paternity (fatherhood). The CSEA can also assist you in changing the amount of support orders (adjustment), and to establish a medical support order.
- 3. Enforcement of Existing Orders.**  
The CSEA can help you collect current and past-due child support.
- 4. Federal and State Income Tax Refund Offset Submittals for the Collection of Child Support Arrearages.**  
The agency can collect past-due support (arrearages) by intercepting a payor's federal and state income tax refunds in some cases.
- 5. Withholding of Wages and Unearned Income for the Payment of Court Ordered Support.**  
The agency can help you get payroll deductions for current and past-due child support and can intercept unemployment compensation to collect child support.
- 6. Establishment of Paternity.**  
The agency can obtain an order for the establishment of paternity (fatherhood), if you were not married to the father of the child. An absent parent may request paternity services.
- 7. Collection and Disbursement of Payments.**  
The CSEA can collect the child support for you, and send you a check for the amount of the payments received. Past-due support collected will be paid to you until all of the past-due support you are owed is paid.
- 8. Interstate Collection of Child Support.**  
The agency can assist you in collecting support if the payor is living in another state or in some foreign countries.

## APPLICANT INFORMATION

|                                 |                                                                      |
|---------------------------------|----------------------------------------------------------------------|
| Name: _____                     | Date of Birth: _____                                                 |
| Home Address: _____<br>_____    | Mailing Address: _____<br>_____                                      |
| Home Phone #: _____             |                                                                      |
| Social Security #: _____        | Sex: _____                                                           |
| Race: _____                     | <input type="checkbox"/> Single <input type="checkbox"/> Married     |
| Relationship to Children: _____ | <input type="checkbox"/> Divorced <input type="checkbox"/> Separated |
| Military Service _____          | Ever been on _____                                                   |
| (Branch, Dates): _____          | Public Assistance? _____                                             |
|                                 | (When and Where) _____                                               |

## EMPLOYER INFORMATION

|                         |                                       |
|-------------------------|---------------------------------------|
| Employer Name: _____    | Employer Phone #: _____               |
| Employer _____          | Is Medical Insurance Available? _____ |
| Address: _____<br>_____ |                                       |

|                    | CHILD 1 | CHILD 2 | CHILD 3 |
|--------------------|---------|---------|---------|
| Name:              |         |         |         |
| Sex:               |         |         |         |
| Race:              |         |         |         |
| Social Security #: |         |         |         |
| Date of Birth:     |         |         |         |
| Home Address:      |         |         |         |

|                                                    |  |  |  |
|----------------------------------------------------|--|--|--|
| Location of Birth:<br>(Country, State, City)       |  |  |  |
| Has Paternity<br>(Fatherhood)<br>been Established? |  |  |  |
| Name(s) of<br>Absent Parent(s):                    |  |  |  |
| Is there an Order<br>for Support?                  |  |  |  |
| Is the Child<br>covered by Medical<br>Insurance?   |  |  |  |

### ABSENT PARENT INFORMATION

|                                              | PARENT 1 | PARENT 2 | PARENT 3 |
|----------------------------------------------|----------|----------|----------|
| Name (and alias):                            |          |          |          |
| Home Address:                                |          |          |          |
| Mailing Address:                             |          |          |          |
| Social Security #:                           |          |          |          |
| Date of Birth:                               |          |          |          |
| Location of Birth<br>(Country, State, City): |          |          |          |
| Race:                                        |          |          |          |
| Sex:                                         |          |          |          |
| Height / Weight:                             |          |          |          |
| Hair / Eye Color:                            |          |          |          |
| Identifying Marks<br>(Tattoos, scars, etc.): |          |          |          |
| Names of<br>Children:                        |          |          |          |
| Name and Address of<br>Employer:             |          |          |          |
|                                              |          |          |          |

|                                                         |     |     |     |
|---------------------------------------------------------|-----|-----|-----|
| Employer Phone #:                                       |     |     |     |
| Medical Insurance<br>Provided?                          |     |     |     |
| Support Order #:                                        |     |     |     |
| Date of Support Order:                                  |     |     |     |
| Amount of Support:                                      | \$  | \$  | \$  |
| Order Frequency:                                        | Per | Per | Per |
| Location where Order<br>was issued:                     |     |     |     |
| Military Service<br>(Branch, Dates):                    |     |     |     |
| Ever Incarcerated?<br>(Location, Dates):                |     |     |     |
| Arrest Record<br>(Location, Dates):                     |     |     |     |
| Name, Address<br>Current Spouse:                        |     |     |     |
|                                                         |     |     |     |
| Father's Name:                                          |     |     |     |
| Mother's Name<br>(Maiden):                              |     |     |     |
| Ever been on<br>Public Assistance?<br>(Location, Dates) |     |     |     |

Type(s) of Service(s) Requested:

- ☐ All services listed
- ☐ Location of absent parent only
- ☐ Other (please explain)

I understand that the Child Support Agency within 20 days of receiving this application will contact me by a written notice to inform me if my case has been accepted for child support services (IV-D Services).

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_