

Notice of Court Action Financial Affidavit Needed for Court

<<CP/CTR NAME>> <<CP/CTR Address>> <<CP/CTR Address1>> <<CP/CTR Address2>>

Date: << Date>>

Child Support Case Number: << CSECase#>>

Other Parent: << NCP NAME>>

In response to our notice of administrative proceeding to establish << Option 1>> for << ChildFullName>>, << NCP NAME>> asked that we proceed with a court action.

We will mail you a financial affidavit form that is required in court cases. It is different from the form you completed for the administrative proceeding. You should receive the form within the next five to seven days.

When you receive the form, you must complete it and send it back to us.

If you receive temporary cash assistance, Medicaid, or food assistance and do not complete and return the financial affidavit, your benefits may be reduced or cancelled. If you do not receive public assistance and do not complete and return the financial affidavit, your case may be closed.

After receiving the completed form from you, <<NCP NAME>> will be asked to waive service of process for the court action. If he or she waives service, the court action to obtain a <<**Option 1>>** order will continue. If he or she does not return the waiver form timely, we will continue with the administrative proceeding. Either way, we intend to obtain a <<**Option 1>>** order for the child as long as you continue to cooperate with us.

To chat with us online, please visit www.floridarevenue.com/childsupport or call us at 1-800-622 KIDS (5437) or 1-305-520-2600 if your case is handled in Miami-Dade County.

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XXXX XXXX CS-OA248 Rule 12E-1.036 Florida Administrative Code Effective 09/19/17

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