

When to use this form



When Services Australia has information that suggests the financial circumstances of parents are not accurately reflected in their child support income amount, we may change the assessment.

We are considering changing your child support assessment to the amount shown in the attached letter. We have sent this form and the attached letter to you and the other parent so you can give us information about your circumstances.

Complete this form which will tell us your financial details and help us make a decision.

What happens after we receive your response?

A copy of the financial information pages of this form and all supporting documents will be sent to the other parent. Your personal and confidential information contained on page 3 **will not** be given to the other parent.

If you have included information about or from third parties, you must seek permission before giving us their information.

If the other parent responds, you will be sent a copy of their completed financial information and any supporting documents.

An open exchange of information means both parents have the opportunity to respond and comment on the information before it is used by the decision maker.

We will make a decision based on the information we already have and on any information provided by you, the other parent or a third party. We will send you a written copy of our decision.

Can you stop us from changing your assessment?

If you and the other parent both agree (and the receiving parent is not receiving an income tested pension, benefit or allowance), together you can choose to stop the change of assessment. Call us on **131 141**.

Where parents can agree on a fair amount of child support, we encourage you to make a Child Support Agreement. Prior to us making a decision to change the assessment, we may accept a Child Support Agreement if it is fair, based on the circumstances of the case. If parents cannot agree on a fair amount of child support, we will determine whether to change the assessment.

Online account



You can access your Child Support online account through myGov. myGov is a secure way to access a range of government services online with one username and password. You can create a myGov account at **my.gov.au** and link your Child Support online account to it.

Filling in this form

You can complete this form on your computer using Adobe Acrobat Reader, and some browsers, or you can print it.

If you have a printed form:

- Use black or blue pen.
- Print in BLOCK LETTERS.
- Where you see a box like this **Go to 1** skip to the question number shown.

For more information



Go to servicesaustralia.gov.au/childsupport or call us on **131 272**.

Information in your language

For Child Support, call **131 272** (call charges may apply). Let us know if you need an interpreter and we will arrange one for free.

Go to servicesaustralia.gov.au/yourlanguage to read, listen to or watch information in your language.

Hearing and speech assistance

If you have a hearing or speech impairment, you can use:

- the National Relay Service **1800 555 660**, or
- our TTY service on **1800 810 586**. You need a TTY phone to use this service.

For more help with communication, go to servicesaustralia.gov.au and search 'other support and advice'.

Important: A copy of this page and any supporting evidence will be given to the other party. Remove any personal details you do not want the other party to see from the evidence you send us. You must seek permission from any third party before giving us their information.

We won't accept applications that contain information which might contribute to family and domestic violence. This includes documents or images which offend, degrade or abuse the other parent or child.

7 Your name

Family name

First given name

Second given name

8 Other parent's name

Family name

First given name

Second given name

9 Are you the natural or adoptive parent of the children in the assessment?

No We are not authorised to collect or pass on financial information of a third party carer (for example, grandparent)

Go to 27

Yes *Go to next question*

Your income details

Income is not restricted to taxable income and includes any money received, earned or derived for personal use or benefit, or any periodic payment by way of gift or allowance.

Salary sacrifice/Salary packaging includes any benefit received as part of earned income but not as a wage or salary (for example, novated lease, use of a car as part of a salary package).

Government payments include Centrelink and Department of Veterans' Affairs pensions, benefits, allowances and income support payments (for example, Family Tax Benefit). If you participate in the National Disability Insurance Scheme (NDIS), **do not include** any NDIS payment you receive.

Interest and dividends include any income you receive from cash deposits, shares, managed investments and forestry managed investment schemes.

Foreign income includes any income you receive from outside Australia.

Regular payments include compensation and rehabilitation payments, allowances, or gifts.

Other income includes any other income you receive that is not listed below (for example, personal income derived from self employment, royalties etc).

10 Do you receive **income** from any of the following?

Complete the gross income amount (income you earned before tax) **or** the net income amount (income you earned after tax) for each item that applies to you.

Show the total amount per week, fortnight, month or year, including any one-off or irregular payments.

Salary or wage (including allowances)

Gross (before tax)	Net (after tax)
\$ <input type="text"/> per <input type="text"/>	\$ <input type="text"/> per <input type="text"/>

Termination payments (including superannuation payments)

Gross (before tax)	Net (after tax)
\$ <input type="text"/> per <input type="text"/>	\$ <input type="text"/> per <input type="text"/>

Government payments

Gross (before tax)	Net (after tax)
\$ <input type="text"/> per <input type="text"/>	\$ <input type="text"/> per <input type="text"/>

Interest and dividends

Gross (before tax)	Net (after tax)
\$ <input type="text"/> per <input type="text"/>	\$ <input type="text"/> per <input type="text"/>

Business income

Gross (before tax)	Net (after tax)
\$ <input type="text"/> per <input type="text"/>	\$ <input type="text"/> per <input type="text"/>

Trust distribution

Gross (before tax)	Net (after tax)
\$ <input type="text"/> per <input type="text"/>	\$ <input type="text"/> per <input type="text"/>

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Partnership distribution

Gross (before tax)	Net (after tax)
\$ per	\$ per

Rental property income

Gross (before tax)	Net (after tax)
\$ per	\$ per

Sale of property

\$	\$
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Compensation or rehabilitation payments

(including lump sum payments)

Gross (before tax)	Net (after tax)
\$ per	\$ per

Superannuation payments

(Do **not** include amounts released as part of the First Home Super Saver Scheme)

Gross (before tax)	Net (after tax)
\$ per	\$ per

Reportable superannuation contributions

Gross (before tax)	Net (after tax)
\$ per	\$ per

Periodical payments by way of gift or allowances

\$ per	\$ per
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Reportable fringe benefits

Gross (before tax)	Net (after tax)
\$ per	\$ per

Target foreign income

Gross (before tax)	Net (after tax)
\$ per	\$ per

Royalties

Gross (before tax)	Net (after tax)
\$ per	\$ per

Other income

\$ per	\$ per
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Give details of the source of this income

Provide current supporting documents.

11 Do you receive a trust distribution?

No Go to next question

Yes What is the name of the trust?

If you need more space, provide a separate sheet with details.

Your expenses

12 What are your current **personal expenses**?

Do not include expenses that are related to the operation of a business, company, trust or the superannuation guarantee payments paid by your employer.

If your expenses are shared, only provide the portion of those expenses that are incurred by you (for example, you contribute 50% towards the cost of electricity). The electricity bill averages \$100 per month, so your share will be \$50.

Complete the amount for each item that applies to you. Show the total amount per week, fortnight, month or year.

Mortgage repayments	\$ per
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Other loan repayments	\$ per
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Credit Card payments	\$ per
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Rent/board	\$ per
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Rates	\$ per
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Utilities

Electricity	\$ per
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Phone	\$ per
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Gas	\$ per
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Other	\$ per
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Transport costs

Fuel	\$ per
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Vehicle registration	\$ per
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Insurance	\$ per
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Other running expenses	\$ per
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Fares	\$ per
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Living costs

Food \$ per

Clothing \$ per

Personal \$ per

Medical insurance/bills \$ per

Education expenses \$ per

Other \$ per



Provide current supporting documents.

Your assets and liabilities

13 Do you have any cash assets?

Do not include an account used exclusively for funding from the National Disability Insurance Scheme.

No Go to next question

Yes Give details below

1 Type of account (for example, savings account)

Name of bank, building society or credit union

Branch number (BSB)

Account number (this may not be your card number)

Balance

\$

Joint account?

No

Yes Your share

 %

2 Type of account (for example, savings account)

Name of bank, building society or credit union

Branch number (BSB)

Account number (this may not be your card number)

Balance

\$

Joint account?

No

Yes Your share

 %

If you need more space, provide a separate sheet with details.

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14 Do you own, partly own or have a financial interest in any property assets?

No Go to next question

Yes Give details below

1 Type of property (for example, family home)

 Address of property

 Postcode

 Current market value Amount owed
 \$ \$
 Minimum monthly repayment \$
 Joint ownership?
 No
 Yes Your share %
 Is the property mortgaged?
 No
 Yes Provide the name of the financial institution/bank

2 Type of property (for example, family home)

 Address of property

 Postcode

 Current market value Amount owed
 \$ \$
 Minimum monthly repayment \$
 Joint ownership?
 No
 Yes Your share %
 Is the property mortgaged?
 No
 Yes Provide the name of the financial institution/bank

If you need more space, provide a separate sheet with details.

15 Do you own, partly own or have a financial interest in any motor vehicles, motorcycles or trailers?

No Go to next question

Yes Give details below

1 Type of asset
(for example, car) Make (for example, Holden)

 Model (for example, Astra) Year

 Current market value Amount owed
 \$ \$
 Minimum monthly repayment
 \$
 Joint ownership?
 No
 Yes Your share %
 Is there a loan attached to this asset?
 No
 Yes Provide the name of the financial institution/bank

2 Type of asset
(for example, car) Make (for example, Holden)

 Model (for example, Astra) Year

 Current market value Amount owed
 \$ \$
 Minimum monthly repayment
 \$
 Joint ownership?
 No
 Yes Your share %
 Is there a loan attached to this asset?
 No
 Yes Provide the name of the financial institution/bank

If you need more space, provide a separate sheet with details.

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16 Do you own, partly own or have a financial interest in any boats, caravans or motor homes?

Do not include a boat, caravan or motor home that is your principal home.

No *Go to next question*

Yes Give details below

1 Type of asset
(for example, boat) Make (for example, Quintex)

Model (for example, Coastrunner) Year

Current market value Amount owed

\$ \$

Minimum monthly repayment

\$

Joint ownership?

No

Yes Your share %

Is there a loan attached to this asset?

No

Yes Provide the name of the financial institution/bank

2 Type of asset
(for example, boat) Make (for example, Quintex)

Model (for example, Coastrunner) Year

Current market value Amount owed

\$ \$

Minimum monthly repayment

\$

Joint ownership?

No

Yes Your share %

Is there a loan attached to this asset?

No

Yes Provide the name of the financial institution/bank

If you need more space, provide a separate sheet with details.

17 What is your estimate of the current market value of your household contents and personal effects?

Current market value

\$

Amount owed

\$

Joint ownership?

No

Yes Your share

%

18 Do you have any superannuation?

No *Go to next question*

Yes Give details below

1 Name of institution/company

Policy number

Non-preserved amount

\$

2 Name of institution/company

Policy number

Non-preserved amount

\$

If you need more space, provide a separate sheet with details.

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19 Do you own, partly own or have a financial interest in any shares, bonds or other investments?

No Go to next question

Yes Give details below

1 Type of investment

Name of company

Current amount invested

Amount owed on investment loan (if applicable)

Joint ownership?

No

Yes Your share

 %

2 Type of investment

Name of company

Current amount invested

Amount owed on investment loan (if applicable)

Joint ownership?

No

Yes Your share

 %

If you need more space, provide a separate sheet with details.

20 Do you have a life insurance policy that includes a savings or investment component?

No Go to next question

Yes Give details below

Name of insurance company

Policy number

Surrender value

21 Do you have any **other** assets you have not already advised us about in this form?

No Go to next question

Yes Give details below

Type of asset

Value

If you need more space, provide a separate sheet with details.

22 Total present value of your assets



Provide current supporting documents.

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Privacy notice

33 You need to read this

Privacy and your personal information

The privacy and security of your personal information is important to us, and is protected by law. We collect this information so we can process and manage your applications and payments, and provide services to you. We only share your information with other parties where you have agreed, or where the law allows or requires it. For more information, go to servicesaustralia.gov.au/privacypolicy

Declaration

34 I declare that:

- any personal information about a third party is provided with the knowledge of that third party. I have explained to that person that the agency collects and will use the personal information that I have provided about them for the purpose of my child support assessment and that the personal information contained in this form or any attachments will be sent to both the agency and the other party (parent and/or non-parent carer) to my child support case.
- the information I have provided in this form is complete and correct.

I understand that:

- Services Australia can make relevant enquiries to make sure I receive the correct entitlement.
- giving false or misleading information is a serious offence.

Your signature



Date (DD MM YYYY)

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Returning this form

Return this form and a copy of any supporting documents:

- **online**, sign in to your Child Support online account or Express Plus Child Support mobile app and upload by selecting Upload documents. Select document type 'Change of assessment form/evidence'.
- by post to
Services Australia
Child Support
GPO Box 9815
MELBOURNE VIC 3001
- by fax to 1300 309 949

You should keep a copy of this form for your records.