

Joint election to stop a change to your child support assessment being initiated (CS2899)

When to use this form



Use this form to elect to stop Services Australia initiating a change to the child support assessment.

We will notify both parties that the election has been accepted and stop the change to the assessment which we have initiated.

We will notify both parties that the election has not been accepted. We will then decide whether a change to the assessment should be made.

Important information

We cannot accept the election if the receiving parent receives an income tested pension, allowance or benefit.

Once we have formally accepted the election it cannot be withdrawn. Usually we will make a decision on the election within a few days of receiving it. However, if the election has not yet been accepted, either party may withdraw it. If you want to withdraw your election, and wish to find out whether or not it has been accepted, contact us on **131 272**.

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'.

Paying parent's details

This section collects the personal details of the paying parent (for example, the parent required to pay child support).

1 Paying parent's Customer Reference Number (if known)

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2 Your name

Family name

First given name

Second given name

3 Paying parent's date of birth (DD MM YYYY)

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4 Paying parent's permanent address

Postcode	

5 Paying parent's postal address (if different to above)

Postcode	

6 Paying parent's contact details

Contact phone number (including area code)

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Email

Receiving parent's details

This section collects the personal details of the receiving parent (for example, the parent entitled to receive child support).

7 Receiving parent's Customer Support Reference Number (if known)

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8 Your name

Family name

First given name

Second given name

9 Receiving parent's date of birth (DD MM YYYY)

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10 Receiving parent's permanent address

Postcode	

11 Receiving parent's postal address (if different to above)

Postcode	

12 Receiving parent's contact details

Contact phone number (including area code)

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Email

Privacy notice

13 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

- 14 If only one parent signs this form, Services Australia will contact the other parent to discuss the proposed election.

I elect to:

- stop Services Australia from initiating a change to the child support assessment.

I declare that:

- the information I have provided in this form is complete and correct.

I understand that:

- Services Australia will not accept the election if the receiving parent is receiving an income tested pension, benefit or allowance.
- Services Australia can make relevant enquiries to make sure I receive the correct entitlement.
- giving false or misleading information is a serious offence.

Paying parent's signature



Date (DD MM YYYY)

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Receiving parent's 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.