

## Handout 1: Documents for Intergovernmental Cases

Action Requested	Federal Documents Required	Additional Documents as Necessary
Establish Support Establish Paternity and Support Establish Medical Support Only	<ul style="list-style-type: none"> <li>Child Support Enforcement Transmittal #1</li> <li>Child Support Agency Confidential Information Form</li> <li>Personal Information Form for UIFSA § 311</li> <li>Uniform Support Petition</li> <li>General Testimony</li> <li>Declaration in Support of Establishing Parentage (for each child)</li> </ul>	<ul style="list-style-type: none"> <li>All documents related to the establishment of parentage (Birth certificate and/or official birth record, COP, Court Order)</li> <li>Supporting financial documents, for example: <ul style="list-style-type: none"> <li>3 most recent pay stubs from current employer</li> <li>Most recent tax return</li> <li>Child care expenses</li> <li>Ongoing medical expenses</li> <li>Unreimbursed medical expenses</li> </ul> </li> <li>Certification in Support of Non-Disclosure (NJ) (if applicable)</li> </ul>
Register for Modification Only or Modification & Enforcement	<ul style="list-style-type: none"> <li>Child Support Enforcement Transmittal #1</li> <li>Child Support Agency Confidential Information Form</li> <li>Personal Information Form for UIFSA § 311</li> <li>Letter of Transmittal Requesting Registration</li> <li>Two copies, including one certified copy, of the order, including any modifications</li> <li>Uniform Support Petition</li> <li>General Testimony</li> </ul>	<ul style="list-style-type: none"> <li>Payment information (e.g., certified payment history, affidavit of arrears, month-by-month calculation of arrears, or affidavit of direct payments).</li> <li>Evidence of changed circumstances</li> <li>Supporting financial documents, for example: <ul style="list-style-type: none"> <li>3 most recent pay stubs from current employer</li> <li>Most recent tax return</li> <li>Child care expenses</li> <li>Ongoing medical expenses</li> <li>Unreimbursed medical expenses</li> </ul> </li> <li>Certification in Support of Non-Disclosure (NJ) (if applicable)</li> </ul>
Enforce Responding State's Order	<ul style="list-style-type: none"> <li>Child Support Enforcement Transmittal #1</li> <li>Child Support Agency Confidential Information Form</li> </ul>	<ul style="list-style-type: none"> <li>Copy of the support order</li> <li>Payment information (if responding jurisdiction is not actively enforcing, e.g., certified payment history, affidavit of arrears, month-by-month calculation of arrears, or affidavit of direct payments)</li> <li>Certification in Support of Non-Disclosure (NJ) (if applicable)</li> </ul>

Action Requested	Federal Documents Required	Additional Documents as Necessary
Enforce and Modify or Modify Only Responding State's Order	<ul style="list-style-type: none"> <li>Child Support Enforcement Transmittal #1</li> <li>Child Support Agency Confidential Information Form</li> <li>Personal Information Form for UIFSA § 311</li> <li>Uniform Support Petition</li> <li>General Testimony</li> </ul>	<ul style="list-style-type: none"> <li>Copy of the support order</li> <li>Payment information (if responding jurisdiction is not actively enforcing, e.g., certified payment history, affidavit of arrears, month-by-month calculation of arrears, or affidavit of direct payments).</li> <li>Supporting financial documents, for example: <ul style="list-style-type: none"> <li>3 most recent pay stubs from current employer</li> <li>Most recent tax return</li> <li>Child care expenses</li> <li>Ongoing medical expenses</li> <li>Unreimbursed medical expenses</li> </ul> </li> <li>Certification in Support of Non-Disclosure (NJ) (if applicable)</li> </ul>
Register and Enforce	<ul style="list-style-type: none"> <li>Child Support Enforcement Transmittal #1</li> <li>Child Support Agency Confidential Information Form</li> <li>Personal Information Form for UIFSA § 311</li> <li>Letter of Transmittal Requesting Registration</li> </ul>	<ul style="list-style-type: none"> <li>Copy of the support order</li> <li>Payment information (e.g., certified payment history, affidavit of arrears, month-by-month calculation of arrears, or affidavit of direct payments)</li> <li>Supporting documentation, for example: <ul style="list-style-type: none"> <li>Proof of Paternity/birth certificates (if requested)</li> <li>Photo of NCP (if requested)</li> </ul> </li> <li>Certification in Support of Non-Disclosure (NJ) (if applicable)</li> </ul>

*\*If the order is in a foreign language it must be translated prior to court and/or prior sending to any agency\**