Pida a DCS que revise su caso de manutención de menores para modificarlo

Author

Northwest Justice Project

Last Review Date

February 13, 2025

Si la División de Manutención de Menores (DCS, por sus siglas en inglés) del Estado de Washington está cobrando (haciendo cumplir) la manutención de menores para sus hijos, usted podría lograr que cambien (modifiquen) el monto o algún otro aspecto de su orden de manutención de menores. El proceso depende de si tiene una orden judicial o administrativa.

1. Datos claves

Esta información corresponde tanto a las órdenes administrativas como a las órdenes judiciales de manutención de menores.

Si tiene una orden de manutención de menores de un tribunal del estado de Washington o de la <u>División de Manutención de Menores de Washington</u> (DCS) (https://www.dshs.wa.gov/esa/division-child-support), puede utilizar los procedimientos que describimos a continuación para solicitar un cambio en el monto de la manutención de menores. También puede usarlos para pedir a DCS que añada órdenes sobre cómo los padres se harán cargo del seguro y los gastos médicos de los menores, si su orden no los incluye.

¿Cómo sé si tengo una orden judicial o una orden administrativa?

En el estado de Washington, una orden judicial es una **Orden de manutención de menores** de un **Tribunal Superior**. Se identificará como tal
en la parte superior de la primera página.

Superior Court of Washingto	n, County of
In re:	l N
Petitioner/s (person/s who started this case):	No
	Child Support Order
	[] Temporary (TMORS)
And Respondent/s (other party/parties):	[] Final (ORS)
	Clerk's action required: WSSR, 1

Una orden administrativa es un "Aviso y determinación de responsabilidad financiera", un "Aviso y determinación de responsabilidad parental" o una "Decisión y orden inicial". Así es como podría verse la parte superior de la primera página (el título o epígrafe):

Department of Social & Health Services Transforming lives	STATE OF WASHINGTON DEPARTMENT OF SOCIAL AND HEALTH SERVICES DIVISION OF CHILD SUPPORT (DCS)
	Notice and Finding of Financial Responsibility
Noncustodial Parent Custodial Parent / Physi) DCS CASE NUMBER:
	Purpose of This Notice

¿Cuándo revisará DCS mi orden de manutención de menores para ver si es necesario modificarla?

Si está recibiendo servicios de DCS, o recibe beneficios públicos como TANF (https://www.dshs.wa.gov/office-of-the-secretary/spanish) o Medicaid (también llamado Apple Health) (https://www.hca.wa.gov/about-hca/programs-and-initiatives/apple-health-medicaid), la orden de manutención de menores que desea modificar se emitió hace 35 meses o más, DCS la revisará.

Aunque no hayan pasado 35 meses, es posible que DCS revise su caso para modificarlo en determinadas situaciones:

- DCS revisará su orden si esta dice que puede ser revisada con mayor frecuencia. O
- Aún puede pedir una revisión si ha habido un cambio real en las circunstancias de uno de los padres o de los menores.

¿Tengo derechos ante DCS para recibir servicios de interpretación y traducción?

Sí. Lea <u>Intérpretes para personas con conocimientos limitados del inglés</u> para obtener más información.

¿Cómo decide DCS si va a modificar mi orden de manutención de menores?

Estas son algunas de las cosas que DCS considera cuando decide aceptar su caso para modificación. Esta no es una lista completa:

- El cambio previsto por DCS debe ser de al menos un 15% de aumento o disminución.
- Usted (o el otro padre) está en la cárcel o en la prisión.
- Ha habido un cambio significativo de circunstancias desde que se emitió la orden o se modificó por última vez.

He aquí algunos ejemplos de "cambio significativo de circunstancias":

- Usted ahora tiene una discapacidad permanente.
- Usted recibe ahora asistencia pública, como <u>Seguridad de Ingreso</u>
 <u>Suplementario SSI (https://www.ssa.gov/es/ssi) o TANF</u>
 (https://www.dshs.wa.gov/esa/community-services-offices/temporary-assistance-needy-families).
- Usted tiene hijos nuevos a los que también debe mantener.
- Usted ha perdido su empleo y no encuentra trabajo con el mismo salario.

¿Cómo le pido al DCS que revise mi caso?

Debe completar el formulario o formularios necesarios según el tipo de orden de manutención de menores que tenga, ya sea judicial o administrativa, y enviarlos a la oficina del DCS.

Si DCS decide aceptar su caso para modificación, DCS también pedirá a la otra parte las hojas de cálculo de manutención de menores.

Mi caso no cumple los criterios de DCS. ¿Puedo intentar modificar la orden por mi cuenta?

Sí.

- Si se trata de una orden administrativa, aún puede oponerse o pedir una audiencia administrativa. Pero puede ser más difícil argumentar en defensa de su caso si no cumple los criterios de DCS.
- Si su orden es una orden judicial de un tribunal del estado de
 Washington, puede presentar una Solicitud para modificar la orden de
 manutención de menores. Sin embargo, puede ser más difícil hacerlo
 por su cuenta que dejar que DCS lo haga por usted.

2. Paso por paso

1. Llene <u>los formularios</u>. Haga un juego de copias para sus propios archivos.

WashingtonLaw**Help**.org

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Envíe los originales por correo a <u>su oficina local de manutención de</u>
 <u>menores. (https://www.dshs.wa.gov/office-locations?field_geofield_distance%5Bdistance%5D=100&field_geofield_distance%5B</u>

 DCS pedirá a la otra parte las hojas de cálculo de manutención de menores.

3. Formularios

Form attached:

Washington State Child Support Schedule Worksheets (WSCSS - Worksheets)

Debe llenar las hojas de cálculo propuestas cuando solicite a DCS que modifique una orden administrativa o judicial.

Antes de llenar las hojas de cálculo, puede usar <u>el Calculador rápido de</u> manutención de menores de DCS

(https://fortress.wa.gov/dshs/dcs/SSGen/Home/QuickEstimator) para obtener un cálculo aproximado del monto de manutención que DCS podría ordenar en su caso. Para obtener un cálculo más exacto, utilice nuestra entrevista en Washington Forms Online o las Hojas de cálculo automatizadas de manutención de menores de DCS

(https://fortress.wa.gov/dshs/dcs/SSGen/Home/QuickEstimator).

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Es posible que el Calculador rápido de DCS no funcione si usted solicita una "desviación" del cálculo estándar de manutención de menores. (**Ejemplos**: puede pedir una desviación si tiene un plan de crianza 50/50, o hay menores de otras relaciones, o cada padre tiene la tutela de uno de los menores).

Para pedir a DCS que modifique una <u>orden administrativa</u>, también debe presentar un comprobante de ingresos (como talones de pago o declaraciones de impuestos) y llenar este formulario:

Form attached:

Petition for Modification - Administrative Order (DSHS 09-280b)

Para pedir a DCS que modifique una <u>orden judicial</u>, también debe presentar un comprobante de ingresos (como talones de pago o declaraciones de impuestos) y llenar estos tres formularios:

Form attached:

Request for Review of Child Support Order (DSHS 09-741)

Form attached:

Declaración financiera de (nombre): ______ (FNDCLR) (FL All Family 131)

Form attached:

Información confidencial (CIF) (FL All Family 001)

WashingtonLawHelp.org gives general information. It is not legal advice. Find organizations that provide free legal help on our <u>Get legal help</u> page. <u>Pida a DCS que revise su caso de manutención de menores</u>

para modificarlo Page 7

Washington State Child Support Schedule Worksheets

[] Proposed by [] (name)		[] State of WA (CSWP
Or, [] Signed by the Judicial/Revie	ewing Officer. (CSW)	
County	Case No	
Child/ren and Age/s:		
Parents' names:		

(Column 1)	(Column 2)	
	Column 1	Column 2
Part I: Income (see Instructions, page 6)		
Gross Monthly Income		
a. Wages and Salaries	\$	\$
b. Interest and Dividend Income	\$	\$
c. Business Income	\$	\$
d. Maintenance Received	\$	\$
e. Other Income	\$	\$
f. Imputed Income	\$	\$
g. Total Gross Monthly Income (add lines 1a through 1f)	\$	\$
2. Monthly Deductions from Gross Income		
a. Income Taxes (Federal and State)	\$	\$
b. FICA (Soc. Sec.+ Medicare)/Self-Employment Taxes	\$	\$
c. State Industrial Insurance Deductions	\$	\$
d. Mandatory Union/Professional Dues	\$	\$
e. Mandatory Pension Plan Payments	\$	\$
f. Voluntary Retirement Contributions	\$	\$
g. Maintenance Paid	\$	\$
h. Normal Business Expenses	\$	\$
i. Total Deductions from Gross Income (add lines 2a through 2h)	\$	\$
3. Monthly Net Income (line 1g minus 2i)	\$	\$
4. Combined Monthly Net Income		
(add both parents' monthly net incomes from line 3)	\$	
5. Basic Child Support Obligation Number of children: x \$ per child		
(enter total amount in box \rightarrow)	\$	

	Col	umn 1	Colu	mn 2
Proportional Share of Income (divide line 3 by line 4 for each parent)				,
Part II: Basic Child Support Obligation (see Instructions, page 7)				
7. Each Parent's Basic Child Support Obligation without consideration of low income limitations. (Multiply each number on line 6 by line 5.)	\$		\$	
8. Calculating low income limitations: Fill in only those that apply.				
Self-Support Reserve: (125% of the federal poverty guideline for a one-person family.)		\$		
a. Is Combined Net Income Less Than \$1,000? If yes, for each parent enter the presumptive \$50 per child.	\$		\$	
b. Is Monthly Net Income Less Than Self-Support Reserve? If yes, for that parent enter the presumptive \$50 per child.	\$		\$	
c. Is Monthly Net Income equal to or more than Self-Support Reserve? If yes, for each parent subtract the self-support reserve from line 3. If that amount is less than line 7, enter that amount or the presumptive \$50 per child, whichever is greater.	\$		\$	
9. Each parent's basic child support obligation after calculating applicable limitations. For each parent, enter the lowest amount from line 7, 8a - 8c, but not less than the presumptive \$50 per child.	\$		\$	
Part III: Health Care, Day Care, and Special Child Rearing Expense	s (see	Instructio	ns, page	e 8)
10. Health Care Expenses				
a. Monthly Health Insurance Premiums Paid for Child(ren)	\$		\$	
b. Uninsured Monthly Health Care Expenses Paid for Child(ren)	\$		\$	
c. Total Monthly Health Care Expenses (line 10a plus line 10b)	\$		\$	
d. Combined Monthly Health Care Expenses		•		
(add both parents' totals from line 10c)		\$		
11. Day Care and Special Expenses				
a. Day Care Expenses	\$		\$	
b. Education Expenses	\$		\$	
c. Long Distance Transportation Expenses	\$		\$	
d. Other Special Expenses (describe)	\$		\$	
	\$		\$	
	\$		\$	
	\$		\$	
e. Total Day Care and Special Expenses				
(add lines 11a through 11d)	\$		\$	
Combined Monthly Total Day Care and Special Expenses (add both parents' day care and special expenses from line 11e)	Ŧ	\$	Ŧ	
13. Total Health Care, Day Care, and Special Expenses (line 10d plus line 12)		\$		
14. Each Parent's Obligation for Health Care, Day Care, and Special Expenses (multiply each number on line 6 by line 13)	\$		\$	

	Column 1	Column 2
Part IV: Gross Child Support Obligation		
15. Gross Child Support Obligation (line 9 plus line 14)	\$	\$
Part V: Child Support Credits (see Instructions, page 9)	•	•
16. Child Support Credits		
a. Monthly Health Care Expenses Credit	\$	\$
b. Day Care and Special Expenses Credit	\$	\$
c. Other Ordinary Expenses Credit (describe)		
	\$	\$
d. Total Support Credits (add lines 16a through 16c)	\$	\$
Part VI: Standard Calculation/Presumptive Transfer Payment (se		1 '
17. Standard Calculation (line 15 minus line 16d or \$50 per child	e manuchona, pa	ge <i>a)</i>
whichever is greater)	\$	\$
Part VII: Additional Informational Calculations		
18. 45% of each parent's net income from line 3 (.45 x amount from		
line 3 for each parent)	\$	\$
19. 25% of each parent's basic support obligation from line 9 (.25 x		
amount from line 9 for each parent)	\$	\$
Part VIII: Additional Factors for Consideration (see Instructions, page 1)	age 9)	
 Household Assets (List the estimated present value of all major household assets.) 		
a. Real Estate	\$	\$
b. Investments	\$	\$
c. Vehicles and Boats	\$	\$
d. Bank Accounts and Cash	\$	\$
e. Retirement Accounts	\$	\$
f. Other (describe)	\$	\$
	\$	\$
21. Household Debt		
(List liens against household assets, extraordinary debt.)	1	
	\$	\$
	\$	\$
	\$	\$
	\$	\$
22. Other Household Income	Ψ	<u> 4</u>
 a. Income Of Current Spouse or Domestic Partner (if not the other parent of this action) 		
Name	\$	\$
	\$	L

	Column 1	Column 2
b. Income Of Other Adults In Household		
Name	\$	\$
Name	\$	\$
c. Gross income from overtime or from second jobs the party is asking the court to exclude per Instructions, page 8	\$	\$
d. Income Of Child(ren) (if considered extraordinary)		
Name	\$	\$
Name	\$	\$
e. Income From Child Support		
Name	\$	\$
Name	\$	\$
f. Income From Assistance Programs		
Program	\$	\$
Program	\$	\$
g. Other Income (describe)		
	\$	\$
	\$	\$
23. Non-Recurring Income (describe)		
	\$	\$
	\$	\$
24. Monthly Child Support Ordered for Other Children	1	· ·
Name/age: Paid [] Yes [] No	\$	\$
Name/age: Paid [] Yes [] No	\$	\$
Name/age: Paid [] Yes [] No	\$	\$
25. Other Child(ren) Living In Each Household		
(First name(s) and age(s))		
(
26. Other Factors For Consideration		

Other Factors for Consideration (continu	ued) (attach additional p	ages as necessary)
Signature and Dates		
I declare, under penalty of perjury under the in these Worksheets is complete, true, and o	laws of the State of Wash correct.	nington, the information contained
Parent's Signature (Column 1)	Parent's Signatu	re (Column 2)
Date City	Date	City
udicial/Reviewing Officer	Date	

This worksheet has been certified by the State of Washington Administrative Office of the Courts. Photocopying of the worksheet is permitted.



STATE OF WASHINGTON DEPARTMENT OF SOCIAL AND HEALTH SERVICES DIVISION OF CHILD SUPPORT (DCS)

Petition for Modification - Administrative Order

RE: Noncustodial Parent Custodial Parent) CASE NUMBER:))))
Instr	ructions
Except for your signature, print all responses. Use blue or	black ink.
WAC 388-14A-3925 requires you to:	
1. Enter a proposed (new) child support amount.	
2. State a reason for your request for modification.	
3. Sign the form.	
You must complete and return to DCS the documents liste	ed on page 2 of this form.
Note: If you do not <u>complete all of the required actions</u> or this petition.	this form, an Administrative Law Judge (ALJ) may dismiss
Pe	etition
	e Office of Administrative Hearings to direct the Division of ar and show why my administrative child support order should sentered on
believe the current support amount for this case should be	e\$ per month.
believe the current support amount should be modified be	cause:

See pages 2 and 3 for additional requirements and your signature section.

Acknowledgements

I understand that:

- 1. DCS will oppose this petition if it does not meet the criteria for modifying an order contained in RCW 74.20A.059.
- 2. If my order does not now contain these provisions, DCS will ask the ALJ to include provisions in my order requiring each parent to provide health insurance coverage for the children if coverage is now or becomes available through employment or a union and the health insurance premium does not exceed 25 percent of the parent's basic support obligation. DCS considers this requirement satisfied if the children are eligible for Indian Health Services. DCS may enforce this obligation under certain circumstances. The obligated parent must provide proof of accessible coverage for the children to DCS and the other parent within 20 days of the date a final child support order is entered. If the obligated parent does not provide proof of coverage, the obligated parent may be required to satisfy the obligation to provide health insurance by doing one of the following, in order of priority:
 - a. Providing or maintaining health insurance coverage through the obligated parent's employment or union at a cost not to exceed 25 percent of the obligated parent's basic child support obligation.
 - b. Contributing the obligated parent's proportionate share of a monthly premium being paid by the other parent for health insurance coverage for the children named in the support order, not to exceed 25 percent of the obligated parent's basic child support obligation.
- 3. I must ask for a specific amount of child support, provide a reason for requesting the modification, and sign this form. If I do not, DCS cannot process my petition.
- 4. I must file the following documents with DCS:
 - a. This completed petition.
 - b. Completed Washington State Child Support Schedule worksheets.
 - c. If I am a parent of the children, proof of income (pay stubs, tax returns, etc.).
- I must mail the above documents to the following address or personally deliver them to the DCS office that handles my case. DIVISION OF CHILD SUPPORT

PO BOX 11520 TACOMA WA 98411-5520

- 6. If I do not provide the above documents to DCS, an ALJ may dismiss my petition.
- 7. I must tell DCS if I change my address.
- 8. I must tell DCS of any changes in health insurance coverage for my children.
- 9. DCS does not represent me or the other party to my child support order in this action.
- 10. If I do not attend and participate in a scheduled hearing, an ALJ may dismiss my petition.
- 11. If the other party to my order does not attend and participate in a scheduled hearing, an ALJ may:
 - a. Grant any requests made by DCS or the appearing party to the case without further notice.
 - b. Order a support amount that is higher or lower than the amount proposed in this petition.

Notice to Both Parents

An ALJ may:

- Order both parents to provide health insurance for the children if coverage is now or becomes available through employment or a union and the health insurance premium does not exceed 25 percent of the parents' basic child support obligations.
- Order both parents to pay a proportionate share of uninsured medical expenses, including copayments, deductibles, and any part of the proportionate share of a medical insurance premium not enforced through service of a Notice of Support Owed.
- 3. Order that if a parent who is ordered to provide health insurance coverage for the children does not provide proof of accessible coverage, DCS may do one of the following, listed in order of priority:
 - Send a notice to the employer or union requiring the employer or union to enroll the children in a health insurance plan as described in RCW 28.18.170.
 - b. Serve a notice on the obligated parent requiring the parent to pay his / her proportionate share of a monthly premium being paid by the other parent for the children, not to exceed 25 percent of the obligated parent's basic child support obligation.
- 4. Order that if an obligated parent fails to enroll the children in accessible health insurance coverage, or coverage available through the parent's employer or union, DCS may enforce the obligated parent's medical support obligation as provided in RCW 26.18.170.

Declaration

I declare, under penalty of perjury under the laws of the state of Washington, that the foregoing is true and correct.

You must sign this form

DATE	MY SIGNATURE
P.O. BOX OR STREET ADDRESS	MY ATTORNEY'S OR REPRESENTATIVE'S NAME
CITY STATE ZIP CODE	MY ATTORNEY'S OR REPRESENTATIVE'S ADDRESS
() () HOME TELEPHONE NUMBER CELL TELEPHONE NUMBER	MY ATTORNEY'S OR REPRESENTATIVE'S CITY, STATE, ZIP CODE
() () WORK TELEPHONE NUMBER MESSAGE TELEPHONE NUMBER	() MY ATTORNEY'S OR REPRESENTATIVE'S TELEPHONE NUMBER
()	
FAX NUMBER	
BEST HOURS TO CALL ME	
NUMBER I PREFER TO USE FOR THE HEARING	

No person, because of race, color, national origin, creed, religion, sex, age, or disability, shall be discriminated against in employment, services, or any aspect of the program's activities. This form is available in alternative formats upon request.



STATE OF WASHINGTON DEPARTMENT OF SOCIAL AND HEALTH SERVICES DIVISION OF CHILD SUPPORT (DCS)

Child Support Order Review Request

TO:	RE:
	CASE NUMBER:
	DATE:

Program Information

You asked the Division of Child Support (DCS) to modify (change) or adjust your child support order. You have two options to help you modify or adjust your order.

- 1. File an action in court to modify your order. You may do so on your own or through an attorney.
- 2. Ask DCS to review your order.
 - a. DCS cannot represent or provide legal advice to you or the other party to your order.
 - b. DCS reviews your information.
 - (1) If your order **does not** meet the minimum criteria for a review, DCS will do nothing further.
 - (2) If your order **does** meet the minimum criteria for a review, DCS will refer your case to a Prosecuting Attorney office or another child support agency (as needed) for modification or adjustment. The minimum requirements are:
 - (a) DCS must have current address information for both parties to the order.
 - (b) The state of Washington must have jurisdiction over both parties to the order.
 - (c) At least three years have passed since the support amount was last set **or** you can show a substantial change in circumstances. This requirement does not apply if the review is requested because the noncustodial parent becomes incarcerated.
 - (d) The total support amount in the existing order must be at least 15 percent above or below the amount specified by the most current *Washington State Child Support Schedule*. This requirement does not apply if the review is requested because the noncustodial parent becomes incarcerated.
 - (e) The amount of the difference between the existing support amount and the new amount must be at least \$100.00 per month.
 - (f) The total support amount over the remaining life of the order must change by at least \$2,400.00.

NOTE: An exception to the last two criteria listed above is when the order does not have a requirement to provide health insurance coverage for the children.

If the children listed in the order receive public assistance or medical assistance, special rules apply.

- 1. DCS will automatically review your order for modification or adjustment every 35 months. DCS may review your support order sooner than 35 months if the noncustodial parent becomes incarcerated.
- 2. If you want to modify or adjust your order without DCS's help, either the Prosecuting Attorney office or DCS must approve the terms of the order regarding child support assigned to the state of Washington.

If you want DCS to review your order, you must complete and return pages 2 and 3 of this form. See the instructions on page 2 for additional requirements.

STATE OF WASHINGTON DEPARTMENT OF SOCIAL AND HEALTH SERVICES DIVISION OF CHILD SUPPORT (DCS)

Child Support Order Review Request

REQUESTER'S NAME: CASE NUMBER:

Instructions

If you want DCS to review your case for possible modification or adjustment, use this form to ask for the review.

Except for your signature, print your responses. Use black or blue ink only.

<u>Sign</u> and return all required forms to the DCS address listed on page 3. If you are a child support agency, an authorized representative must sign the forms.

Complete and return the following forms:

- 1. Pages 2 and 3 of this form.
- Washington State Child Support Schedule Worksheets (enclosed). Complete the parts for you and your household. DCS will try to obtain the other party's financial information.
- 3. Financial Declaration (enclosed). Complete this form only if you have a court order.
- 4. Confidential Information form (enclosed). Complete this form only if you have a court order.
- Addendum to Confidential Information form (enclosed) if you have more than two children. Complete this form only if you have a court order.

Attach the following documents. If you do not have the documents, attach a statement explaining why.

- 1. Copies of your last two federal income tax returns
- 2. Copies of your last three pay stubs.

DCS or the Prosecuting Attorney may share any documents you send to DCS with the other party to your support order and may file the documents in a public court file.

- 1. The other party to your support order has a right to see your financial information.
- You must remove your personal identification information (address, birthdate, social security number) from the documents before you send them to DCS.

I want DCS to review my support order for modification or adjustment because: (check the boxes below that apply your case):
 My income changed.
 The other parent's income changed.
 At least one of the children in my case is:

 Living in a different home.
 Not going to school or living at home.

 A health insurance requirement needs to be added to my order.
 I am disabled, institutionalized, or incarcerated.

6. Other (give details):

I understand and agree that:

- If I do not give DCS all the information needed, DCS will not review the order.
- DCS only reviews my case for modification or adjustment of the provisions regarding child support or health insurance for the children. DCS does not have authority to review court orders for changes in custody, visitation, or other issues.
- DCS uses information I provide to establish, modify, or enforce child support.
 - a. DCS shares information with other government agencies only for these purposes.
 - b. DCS releases information only as state and federal laws and regulations allow.
 - c. I can ask DCS for the other parent's personal and confidential information.
- After reviewing my request, DCS will forward it to a Prosecuting Attorney if:
 - a. DCS receives all the forms and information requested on page 3.
 - b. My case meets the requirements for modification or adjustment.

NOTE: DCS cannot withdraw requests sent to a Prosecuting Attorney.

- If my order does not meet legal or review requirements, DCS or a prosecuting attorney may decide not to take my support order to court for modification or an adjustment.
- If a prosecutor decides to proceed with a modification or an adjustment of my support order, the start date of any change may be any date from the date the action is filed in court to the date the judge signs the order. The judge decides the start date.
- My modified or adjusted support order can result in higher or lower support payments.

I have the right to ask a court to modify or adjust my support order on my own.

DATE PARENT'S SIGNATURE PARENT'S REPRESENTATIVE'S SIGNATURE PARENT'S REPRESENTATIVE'S PRINTED NAME

DATE **DIVISION OF CHILD SUPPORT** PO BOX 11520 TACOMA WA 98411-5520 Within calling area Outside calling area TTY/TDD services available for the speech or hearing impaired. Visit our web site at: www.dshs.wa.gov/dcs No person because of race, color, national origin, creed, religion, sex, age, or disability, shall be discriminated against in employment, services, or any aspect of the program's activities. This form is available in alternative formats upon request.

For Child Support Agency Use Only			
AGENCY REPRESENTATIVE'S SIGNATURE		DATE	
AGENCY P.O. BOX OR STREET ADDRESS	CITY	STATE	ZIP CODE

Superior Court of Washington, Court of Washington, Court of Washington, Court of Washington In re: Con respecto a: Petitioner/s (person/s who started this case): Parte(s) demandante(s) (persona(s) que iniciaron este caso): And Respondent/s (other party/parties): Y Parte(s) demandada(s) (La(s) otra(s) parte(s)):	
Financial D Declaración 1. Your personal information 1. Su información personal Name: Nombre:	n financiera
Highest year of education you completed:	Your job/profession is: Su empleo/su profesión: th / year): on (mes / año): th / year): abajó (mes / año): e taxes: \$ de que le dedujeran los impuestos: \$

2. Summary of your financial information

2. Resumen de su situación financiera

(Complete this section **after** filling out the rest of this form.) (Complete esta sección **después** de llenar el resto de este formulario.)

 Total Monthly Net Income (copy from section 3, line C. 3.) Ingreso total neto mensual (cópielo de la sección 3, renglón C. 3.) 	\$
 Total Monthly Expenses After Separation (copy from section 7, line 1.) Gasto total mensual después de la separación (cópielo de la sección 7, renglón 1.) 	\$
3. Total Monthly Payments for Other Debts (copy from section 9)3. Pago total mensual de otras deudas (cópielo de la sección 9)	\$
4. Total Monthly Expenses + Payments for Other Debts (add line 2 and line 3) 4. Total de gastos mensuales + Pago de otras deudas (sume el renglón 2 y el renglón 3)	\$

Gross Monthly Income of Other Party (copy from section 3. A.)	\$
Ingreso mensual bruto de la Otra parte (cópielo de la sección 3. A.)	

3. Income

3. Ingresos

List monthly income and deductions below for you and the other person in your case. If your case involves child support, this same information is required on your *Child Support Worksheets*. If you do not know the other person's financial information, give an estimate. Enumere el ingreso mensual y las deducciones de usted y la otra persona en su caso a continuación. Si su caso involucra la manutención del menor, esta misma información se requiere en las *Planillas de manutención*. Si usted desconoce la información financiera de la otra persona, proporcione un estimado.

Tip: If you do not get paid once a month, calculate your *monthly* income like this: **Consejo:** Si a usted no le pagan una vez por mes, calcule su ingreso *mensual* de la siguiente manera:

Monthly income = Weekly x 4.3 **or** 2-week x 2.15 **or** Twice a month x 2 Ingreso mensual= una semana x 4.3 **o** 2-semanas x 2.15 **o** dos veces al mes x 2

 A. Gross Monthly Income (before taxes, deductions, A. Ingreso mensual bruto (antes de impuestos, ded jubilación) 		•
	You Usted	Other Party Otra parte
Monthly wage / salary Sueldo/ Salario mensual		
Income from interest / dividends Ingreso proveniente de intereses / dividendos		

Income from business Ingreso del negocio	
Spousal support / maintenance received Pensión alimenticia / manutención recibida (Paid by:	
Other income Otros ingresos	
Total Gross Monthly Income (add all lines above) Total del ingreso bruto mensual (sume todos los renglones arriba)	
Total gross income for this year before deductions (starting January 1 of this year until now) Ingreso total bruto para este año antes de las deducciones (desde el 1.º de enero de este año hasta ahora)	

B. Monthly Deductions

B. Deducciones mensuales

D. Deducciones mensuales		
	You Usted	Other Party Otra parte
Income taxes (federal and state) Impuestos al ingreso (federales y estatales)		
FICA (Soc.Sec. + Medicare) or self-employment taxes FICA (Seg.Soc. + Medicare) o impuestos por concepto de trabajador independiente		
State Industrial Insurance (Workers' Comp.) Seguro industrial estatal (Compensación al trabajador)		
Mandatory union or professional dues Cuotas obligatorias de sindicato o profesionales		
Mandatory pension plan payments Pagos obligatorios del plan de pensiones		
Voluntary retirement contributions (up to the limit in RCW 26.19.071(5)(g)) Contribuciones de jubilación voluntaria (hasta el límite permitido en el Código enmendado de RCW 26.19.071(5)(g))		
Spousal support / maintenance paid Pensión alimenticia / manutención pagada		
Normal business expenses Gastos normales del negocio		
Total Monthly Deductions (add all lines above) Total de deducciones mensuales (sume todos los renglones arriba)		

C. Net Monthly Income C. Ingreso mensual neto		
	You Usted	Other Party Otra parte
Total Gross Monthly Income (from A above) Total del ingreso bruto mensual (de A arriba)		
Total Monthly Deductions (from B above) Total de deducciones mensuales (de B arriba)		
3. Net Monthly Income (Line 1 minus Line 2) Ingreso mensual neto (Renglón 1 menos renglón 2)		
Other Income and Household Income Otro ingreso e ingreso del hogar Tip: If this income is not once a month, calculate the month Consejo: Si este ingreso no es una vez al mes, calcule la siguiente manera: Monthly income = Weekly x 4.3 or 2-week x 2.15 or Twice Ingreso mensual = una semana x 4.3 o 2-semanas x 2.15	cantidad <i>mensu</i> a month x 2	<i>al</i> de la
A. Other Income (Do not repeat income you already listed A. Otro ingreso (No repita el ingreso que ya ha mencion	ed on page 2.)	
A. Ono mgreso (No replia el mgreso que ya ha meneral	You Usted	Other Party Otra parte
Child support received from other relationships Manutención para niños recibida de otras relaciones		
Other income (From:) Otros ingresos (De:)		
Other income (From:) Otros ingresos (De:)		
Total Other Income (add all lines above) Total de otro ingreso (sume todos los renglones arriba)		
B. Household Income (Monthly income of other adults li B. Ingreso del hogar (Ingreso mensual de otros adultos		
	Your Home Su hogar	Other Party's Home El hogar de la otra parte
Other adult's gross income (Name:)		

(Nombre: _

Ingreso bruto de otro adulto

4. 4.

Other adult's gross income (Name: Ingreso bruto de otro adulto)	
(Nombre:)	
Total Household Income of other adults in the home (add all lines above) Ingreso total del hogar de otros adultos en el hogar		
(sume todos los renglones arriba)		

5. Disputed Income – If you disagree with the other party's statements about anyone's income, explain why the other party's statements are not correct, and your statements are correct:

5.	parte con respecto a su ingreso, explique por qué las declaraciones de la otra parte con rectas y por qué las de usted son correctas:

6. Available Assets

6. Activos disponibles

List your liquid assets, like cash, stocks, bonds, that can be easily cashed. Enumere sus activos líquidos, tales como dinero en efectivo, acciones o bonos que se pueden convertir en dinero en efectivo fácilmente. Cash on hand and money in all checking & savings accounts Dinero en efectivo a la mano y todo el dinero en las cuentas de cheques y de ahorro Stocks, bonds, CDs and other liquid financial accounts \$ Acciones, bonos, certificados de depósito y otras cuentas financieras líquidas Cash value of life insurance \$ El valor en dinero en efectivo del seguro de vida Other liquid assets \$ Otros activos líquidos Total Available Assets (add all lines above) Total de los activos disponibles (sume todos los renglones arriba)

7. Monthly Expenses After Separation

7. Gastos mensuales después de la separación

Tell the court what your monthly expenses are (or will be) after separation. If you have dependent children, your expenses must be based on the parenting plan or schedule you expect to have for the children.

Dígale al juez cuáles son (o serán) su gastos mensuales después de la separación. Si tiene hijos que son dependientes, sus gastos se deben basar en el plan de crianza o el plan que usted espera tener para los menores.

A. Housing Expenses A. Gastos de vivienda	F. Transportation Expenses F. Gastos de transporte
Rent / Mortgage Payment Pago de alquiler / Hipoteca	Automobile payment (loan or lease) Pago de automóvil (préstamo o arrendamiento)
Property Tax (if not in monthly payment) Predio (si no está incluido en el pago mensual)	Auto insurance, license, registration Seguro de automóvil, licencia, registro
Homeowner's or Rental Insurance Seguro del propietario de la vivienda o de inquilino	Gas and auto maintenance Gasolina y mantenimiento del vehículo
Other mortgage, contract, or debt payments based on equity in your home Otra hipoteca, contrato o pago de deudas basadas en la plusvalía de su casa	Parking, tolls, public transportation Estacionamiento, peaje, transporte público
Homeowner's Association dues or fees Cuotas y tarifas de la asociación de propietarios de viviendas	Other transportation expenses Otros gastos de transporte
Total Housing Expenses Total de gastos de vivienda	Total Transportation Expenses Total de gastos de transporte
B. Utilities Expenses B. Servicios públicos	G. Personal Expenses (not children's)G. Gastos personales (no de los menores)
Electricity and heating (gas and oil) Luz y calefacción (gas y combustible)	Clothes Vestimenta
Water, sewer, garbage Agua, drenaje, basura	Hair care, personal care Cuidado de cabello, aseo personal
Telephone(s) Teléfono(s)	Recreation, clubs, gifts Recreación, clubes, regalos
Cable, Internet Cable, Internet	Education, books, magazines Educación, libros, revistas
Other (specify): Otro (especifique):	Other Personal Expenses Otros gastos personales
Total Utilities Expenses Total de servicios públicos	Total Personal Expenses Total de gastos personales

C. Food and Household Expenses C. Alimentos y gastos del hogar	H. Other Expenses H. Otros gastos
Groceries for (number of people):	Life insurance (not deducted from pay)
Comestibles para (número de personas):	Seguro de vida (no deducido de la paga)
Household supplies (cleaning, paper, pets)	Other (specify):
Artículos del hogar (limpieza, papel, mascotas)	Otro (especifique):
Eating out	Other (specify):
Comer en restaurantes	Otro (especifique):
Other (specify): Otro (especifique):	Other (specify): Otro (especifique):
Total Food and Household Expenses	Total Other Expenses
Total de alimentos y gastos del hogar	Total de otros gastos
D. Children's Expenses D. Gastos de los menores	List all Total Expenses from above: Escriba los totales de todos los gastos de arriba:
Childcare, babysitting Guardería, cuidado de niños	A. Total Housing Expenses A. Total de gastos de vivienda
Clothes, diapers Ropa, pañales	B. Total Utilities Expenses B. Total de servicios públicos
Tuition, after-school programs, lessons Colegiatura, programas ofrecidos después de la escuela, clases particulares	C. Total Food and Household Expenses C. Total de alimentos y gastos del hogar
Other expenses for children Otros gastos para los menores	D. Total Children's Expenses D. Total de gastos de los menores
Total Children's Expenses Total de gastos de los menores	E. Total Health Care Expenses E. Total de gastos de atención médica
	F. Total Transportation Expenses F. Total de gastos de transporte
E. Health Care Expenses E. Gastos de atención médica	G. Total Personal Expenses G. Total de gastos personales
Insurance premium (health, vision, dental) Prima de seguro (salud, visión, dental)	H. Total Other Expenses H. Total de otros gastos
Health, vision, dental, orthodontia, mental health expenses not covered by insurance Gastos de salud, visión, dental, ortodoncia, salud mental no cubiertos por el seguro	I. All Total Expenses (add A - H above) I. Todos los Totales de gastos (sume de A a H arriba)
Other health expenses not covered by insurance Otros gastos de salud no cubiertos por el seguro	Use section 10 below to explain any unusual expenses, or attach additional pages. Use la sección 10 a continuación para explicar
Total Health Care Expenses Total de gastos de atención médica	gastos inusuales o añada páginas adicionales.

8. Debts included in Monthly Expenses listed in section 7 above

8. Deudas incluidas en los gastos mensuales enumerados en la sección 7 arriba

Debt for what expense (mortgage, car loan, etc.) Deuda por concepto de qué gasto (hipoteca, préstamo de automóvil, etc.)	Who do you owe (Name of creditor) ¿A quién le debe? (Nombre del acreedor)	Amount you owe this creditor now La cantidad que le debe a este acreedor actualmente	Last Monthly Payment made El último pago mensual efectuado
		\$	Date: Fecha:

9. Monthly payments for other debts (not included in expenses listed in section 7)

9. Pagos mensuales por otras deudas (<u>no</u> incluidas en los gastos enumerados en la sección **7**)

Describe Debt (credit card, loan, etc.) Describa la deuda (tarjeta de crédito, préstamo, etc.)	Who do you owe (Name of creditor) ¿A quién le debe? (Nombre del acreedor)	Amount you owe this creditor now La cantidad que le debe a este acreedor actualmente	Last Monthly Payment (<i>Date and Amount</i>) El último pago mensual efectuado (<i>Fecha y cantidad</i>)	
		\$ \$	Date: Fecha:	\$ \$
		\$ \$	Date: Fecha:	\$ \$
		\$ \$	Date: Fecha:	\$ \$
		\$ \$	Date: Fecha:	\$ \$
		\$ \$	Date: Fecha:	\$ \$
		\$ \$	Date: Fecha:	\$ \$
			Payments for Debts isuales por deudas	

	•	-	r debts (if any needed): o deudas (si es necesario):			
	Lawyer Fees Honorarios del	abogado				
	List your total law	yer fees and c	costs for this case as of today. s de abogado y costos incurridos en este caso hasta la			
	Amount paid \$ Cantidad pagada \$		Source of the money you used to pay these fees and costs: Fuente de dinero utilizado para pagar estas cuotas y gastos:			
	Amount still owed Cantidad que se debe todavía	\$ \$	Describe your agreement with your lawyer to pay your fees and costs: Describa el acuerdo que tiene con su abogado para pagar sus			
	Total Fees/Costs Total de costos y cuotas	\$ \$	cuotas y gastos:			
prov Yo d decla	ided on this form a eclaro bajo pena c araciones en este	re true. de perjurio de a formulario son				
Sign Firm	ed at <i>(city and stat</i> ado en <i>(ciudad y e</i>	te): estado):	Date: Fecha:			
·	ado en (oladaa y e	,3taa0)	1 defid.			
_	here e aquí		Print name Nombre en imprenta			
local	court rules. These	e records may				
			l debe proporcionar los expedientes financieros requeridos ocales y estatales. Estos registros pueden incluir:			
•	Personal Income	Гах Returns	 Partnership or Corporate Income Tax Returns 			
	Declaración de im Personales	puestos	 Declaración de impuestos de sociedad o corporación 			
•	Pay stubs		Other financial records			
-	Talones de pagos		 Otros expedientes financieros 			

Important! Do not attach financial records to this form. Financial records should be served on the other party and filed with the court separately using the Sealed Financial Source Documents cover sheet (FL All Family 011). If filed separately using the cover sheet, the records will be sealed to protect your privacy (although they will be available to all parties and lawyers in this case, court personnel and certain state agencies and boards.) See GR 22(c)(2). ilmportante! No adjunte documentos financieros a este formulario. Los expedientes financieros deberán ser notificados oficialmente a la otra parte y presentados en el tribunal separadamente usando la Hoja de portada para documentos bajo sello (FL All Family 011). Si se presentan separadamente usando la hoja de portada, los expedientes serán archivados bajo sello para proteger su privacidad (aún cuando estarán disponibles para los abogados y las partes interesadas del caso, así como el personal del tribunal y ciertas agencias o juntas estatales). Consulte GR 22(c)(2).

Confidential **Information** (CIF) Información confidencial (CIF) Clerk: Do not file in a public access file Secretario: No archivar en un archivo de acceso público Superior Court of Washington, Tribunal superior de Washington, County: Condado: Case No.: Caso civil N.º: Important! Only court staff and some state agencies may see this form. The other party and ¡Importante! Sólo el personal del tribunal y algunas agencias estatales tendrán acceso a este

their lawyer may not see this form unless a court order allows it. State agencies may disclose the information in this form according to their own rules.

formulario. La otra parte y su abogado no tendrán acceso a este formulario a menos que una orden judicial lo permita. Las agencias estatales podrán divulgar la información de este formulario conforme a sus propias reglas.

1.	Who is completing this form? (Name):
	¿Quién está llenando este formulario? (Nombre):
2.	Is there a current restraining or protection order involving the parties or children? [] Yes [] No ¿Existe una orden de restricción o de protección actual entre las partes o los menores? [-] Sí [-] No If yes, who does the order protect? (Name/s):
	Si marcó Sí, ¿a quién protege la orden? (Nombre/s):
3.	Does your address information need to be confidential to protect your or your children's health, safety, or liberty? (Check one): [] Yes [] No ¿Es necesario mantener la confidencialidad de la información sobre su domicilio para proteger la salud, la seguridad o la libertad de usted o de sus hijos? (Marque uno): [-] Sí [-] No
	If yes, explain why?
	Si respondió Sí, explique por qué

	Sí [-] No Idioma, en caso de respues full name (first, middle, last):	sta positiva :	Date	of hirth (MM/DD/VVVV):	Sex:	
N	Nombre completo (primer nombre, segundo nombre, apellido):			Date of birth (MM/DD/YYYY): Sex Fecha de nacimiento Sex (MM/DD/AAAA):		
L	Oriver's license/Identicard (No., state): icencia de conducir/tarjeta de identificació N.º estado):	Race: n Raza:		onship to children in this ión con los menores en		
	Mailing address (This address will not be Dirección postal (Esta dirección no será c					
	Home address (check one): [] same as Domicilio (marque una): [-] es igual a la				código po	
Phone: Email: Dirección de correc			Social Sec. No: N.º Seguridad Social:			
	Employer's name: Nombre del empleador: Employer's address: Dirección del empleador:			Employer's phone: Teléfono del empleador:		
Ot	ther Party's Information – This pe formación sobre la otra parte – arte demandada	,			emandant	
		age if vec:				
Pa Int	erpreter needed? [] Yes [] No Langua			, , ,		
Pa Into Nخ F	terpreter needed? [] Yes [] No Langua Necesita intérprete? [-] Sí [-] No Idioma Full name (first, middle, last): Nombre completo (primer nombre, segunde	, en caso de sí:	Fecha	a de nacimiento	Sex: Sexo:	
Pa Into N F N L	Necesita intérprete? [-] Sí [-] No Idioma Full name (first, middle, last):	nombre, apellido):	Fecha (MM/D	a de nacimiento	Sexo:	

Phone: Teléfono:	Email: Dirección de correo electrónico:	Social Sec. No: N.º Seguridad Social:
Employer's name: Nombre del empleador:		Employer's phone: Teléfono del empleador:
Employer's address: Dirección del empleador:		

- > Skip sections 6–9 if your case does not involve children. Sign at the end.
- > Saltee las secciones 6–9 si su caso <u>no</u> incluye menores. Firma al final del documento.
 - **6.** Children's Information Información sobre los otros menores

Child's full name (first, middle, last) Nombre completo del menor (primer nombre, segundo nombre, apellido)	Date of birth (MM/DD/YYYY) Fecha de nacimiento (MM/DD/AAAA)	Race Raza	Sex Sexo	Soc. Sec. No. N.º Seg. Social	Current location: lives with Ubicación actual: vive con
1.					[] You Usted [] other party: otra parte:
2.					[] You Usted [] other party: otra parte:
3.					[] You Usted [] other party: otra parte:
4.					[] You Usted [] other party: otra parte:

years? (Check one): [] [¿Han vivido los meno	No [] Yes If yes , fi res con alguien o	ll out below: que no sea la Pa	the other party during the last five rte demandante o la Parte no): [-] No [-] Sí. Si marco sí, complete	
abajo:	······		,	
Children lived with <i>(name)</i> Los menores viven con <i>(nombre)</i>		That person's current address Dirección actual de esa persona		
1.				
2.				
(Check one): [] No [] Ye	s If yes, fill out bel (aparte de los pa	ow: adres) tiene la tu	on rights to the children?	
Person with rights (name) Persona con derechos (nombre)			That person's current address Dirección actual de esa persona	
1.	•			
2.				
is true. The information about (explain): Declaro bajo pena de perjurio	the other party is to de conformidad co sobre mí es verdad	he best information on las leyes del est lera. La informació	the information on this form about me n I have or is unavailable because tado de Washington que la información n sobre la otra parte es la información	
on the Attachment to Confi [-] Marque esta casilla si nece	dential Information sita más espacio p scriba esa informa	, form FL All Famil <mark>y</mark> para enumerar otra: ción en el <i>Anexo d</i>	pondents, or children. Put that information (2002, and attach it to this form. s Partes demandantes, Partes de formulario de información confidencial,	
Signed at (city and state):			Date:	
Firmado en (ciudad y estad	lo):		Fecha:	
Petitioner/Respondent signs h La Parte demandada/Parte de		Print name h quí Nombre en i		