



Purpose of this form

So that we can refer your case to an overseas authority in a reciprocating jurisdiction, you must complete this form. This information is required by the authority overseas that will be responsible for the collection and enforcement of your child support entitlement.

To complete this form

- Print using **BLOCK LETTERS**
- Use blue or black pen
- Tick the appropriate box where applicable
- Initial each page and sign and date the last page of the form
- Attach copies of any supporting documents

Where do I send this form?

Please send the completed form and supporting documentation to:

The Child Support Agency
GPO Box 9815
MELBOURNE VIC 3001 or
Fax: **1300 309 949**

For more information

If you require further information or need help completing the form call **131 272**, Monday to Friday 8.30 am to 4.45 pm, Australian Eastern Standard Time, or go to **www.csa.gov.au**

What about customer privacy?

The information requested by us is needed for child support purposes. We don't pass your personal information on to the other parent, unless it is required by law or necessary to make a decision that would affect the other parent.

Some information may be passed to Centrelink, the Australian Taxation Office, and the Family Assistance Office, the Social Security Appeals Tribunal or an overseas authority in a reciprocating jurisdiction. We may provide your contact details to people contracted by us to deliver services to parents or to carry out research to help improve our services. You are not obliged to participate in any programs or research.

Our guidelines on privacy are in accordance with the *Privacy Act 1988*. For more information about how we treat your personal information, go to The Guide at **www.csa.gov.au**. For more information about the Privacy Act and privacy in general, go to **www.privacy.gov.au**

Help in other languages

If you do not speak English and need help from us, call the Translating and Interpreting Service (TIS) on **131 450**. Ask them to set up a three-way conversation between you, an interpreter and a child support officer.

ARABIC إذا كنت لا تتحدث اللغة الإنكليزية واحتجت إلى مساعدة من Child Support Agency اتصل بخدمة الترجمة الخطية والشفهية (TIS) على الرقم 131 450.

CHINESE 如果您不說英語，但需要Child Support Agency的協助，請致電翻譯及傳譯服務處(TIS),電話131 450。

CROATIAN Ako ne govorite engleski i trebate pomoć Child Support Agency, nazovite Službu prevoditelja i tumača (TIS) na 131 450.

FARSI اگر انگلیسی نمی‌دانید و به کمک Child Support Agency نیاز دارید به سرویس ترجمه کتبی و شفاهی (TIS)، شماره 131 450 تلفن بزنید.

GREEK Αν δεν μιλάτε Αγγλικά και χρειάζεστε βοήθεια από το Child Support Agency, τηλεφωνήστε στη Μεταφραστική και Τηλεφωνική Υπηρεσία (TIS) στο 131 450.

INDONESIAN Jika Anda tidak berbahasa Inggris dan memerlukan bantuan dari Child Support Agency, silakan menelepon Jasa Penerjemahan dan Juru Bahasa (TIS) pada nomor 131 450.

ITALIAN Se non parli inglese e ti serve assistenza da parte della Child Support Agency, chiama il Servizio traduzioni e interpreti (TIS) al 131 450.

KHMER បើលោកអ្នកមិននិយាយអង់គ្លេសទេ ហើយត្រូវការជំនួយពី Child Support Agency សូមទូរស័ព្ទទៅកាន់សេវាបកប្រែភាសា (TIS) តាមលេខ 131 450 ។

KOREAN 당신이 영어를 못하고 Child Support Agency의 도움이 필요하시면 전화통역 서비스(TIS) 131 450 으로 전화하십시오.

MACEDONIAN Ако не зборувате англиски јазик и ви треба помош од Child Support Agency, телефонирајте во Службата за преведување и толкување (TIS) на 131 450.

MALTESE Jekk inti ma titkellimx bl-Ingliż, u trid ghajnuna miċ-Child Support Agency, ċempel lis-Servizz ta' Interpreti bit-Telefon (TIS) fuq 131 450.

POLISH Jeśli nie mówisz po angielsku a potrzebujesz pomocy Child Support Agency, zadzwoń do Biura Tłumaczy (TIS) pod numer 131 450.

PORTUGUESE Se não fala inglês e precisa da ajuda da Child Support Agency, ligue para o Serviço de Tradutores e Intérpretes (TIS) no 131 450.

RUSSIAN Если вы не говорите по-английски и нуждаетесь в помощи Child Support Agency, звоните в Службу устного и письменного перевода (TIS) по телефону 131 450.

SERBIAN Ако не говорите енглески и треба вам помоћ од Child Support Agency назовите Службу преводилаца и тумача (TIS) на 131 450.

SPANISH Si no habla inglés y desea ayuda de Child Support Agency, llame al Servicio de Traducción e Interpretación (TIS) al 131 450.

TURKISH Eğer Child Support Agency'den yardım istiyorsanız ve İngilizce konuşamıyorsanız 131 450'den Yazılı ve Sözlü Tercümanlık Servisi'ni (TIS) arayınız.

VIETNAMESE Nếu không nói được tiếng Anh, mà cần Child Support Agency giúp, xin gọi điện thoại cho Dịch Vụ Thông Phiên Dịch (TIS), số 131 450.

NOTE: A copy of the information you provide in this section may be sent to the other parent by the overseas central authority. Do not include private information you do not wish the other parent to see.

Your details

1 What is your Child Support Reference Number?

(as shown on your CSA letters)

2 What are your personal details?

Mr Mrs Miss Ms Other

Family name

First given name

Other given name(s)

3 Were you married to the liable parent?

No **Go to 4**

Yes *Please provide details*

Date of marriage

Date of separation

Date of divorce

Country where this marriage was solemnised



Please include copies of marriage certificate, divorce papers and any other relevant documents if you have them.

Details about the liable parent

4 Please provide the following information about the liable parent (if known).

Family name

First name

Other given name(s)

Other names used

5 Date of birth (or approximate year)

6 Place of birth (City, State, County/Province, Country)

7 Countries of previous residence (if any)

8 Last known residential address

Postcode

Last known postal address

Liable parent details continue on the next page.

9 Home phone number

Work phone number

Mobile phone number

Email address

10 Where did you obtain information about their contact details?

11 Maiden name (if applicable)

12 Mother's full maiden name (if known)

13 Father's full name (if known)

14 Australian tax file number (or overseas Social Security Number e.g. USA or UK SSN)

15 Driver's license number and State, Country in which issued

16 Passport number and Country in which issued

17 Is the liable parent employed? (if known)

Not employed **Go to 18**

Employed *Please provide details*

Name and address of employer

Postcode

Details of any trade, profession, usual occupation, professional licenses or qualifications

18 Is the liable parent a member of any organisation/club?

Not a member **Go to 19**

Member *Please provide details*

Name and address of organisations/clubs

Postcode

19 Does the liable parent have a spouse or defacto? (if known)

No **Go to 20**

Yes *Please provide details*

Spouse's/defacto's family name

Spouse's/defacto's first given name

20 Does the liable parent have any other dependent children?

No **Go to 21**

Yes *Please provide details*

21 Has the liable parent ever been employed by the Armed Forces?

No **Go to 22**

Yes *Please provide details*

Country and service (i.e. Army, Navy)

1 **Dependant child's details**

Family name

First given name

Other given name(s)

Date of birth

2 **Dependant child's details**

Family name

First given name

Other given name(s)

Date of birth


3 **Dependant child's details**

Family name

First given name

Other given name(s)

Date of birth

 If there are more than three dependents, attach a separate sheet with details of additional children.

Asset details of the liable parent

22 Property assets

Address of family home

Description of other property

Address of other property

23 Cash assets

Bank accounts

Name of financial institution

Address of financial institution/branch

Branch number (BSB)

Account number

Account name

24 Investments, shares, bonds etc.

