



Purpose of this form

This form is used to obtain a complete picture of your financial details. The information is used to refer your case to the authority in an overseas jurisdiction who will be responsible for the collection of your child support entitlement. It is important that you provide full details of your income, assets and liabilities.

To complete this form

- Print using **BLOCK LETTERS**
- Use blue or black pen
- Tick where applicable
- Initial each page of the form and sign the last page in front a Justice of the Peace or a Solicitor.

Where do I send this form?

Please send your completed form 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 in this form 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 konuşmıyorsanız 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.

Your details

1 What is your Child Support Reference Number?

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(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)

Your income details

Please provide the currency of any amounts (i.e. AUD, US, etc.)

3 What was your income for the last financial year?

Period

01 / 07 / YYYY	to	30 / 06 / YYYY
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4 What is your income for this financial year?

Period

01 / 07 / YYYY	to	30 / 06 / YYYY
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Please provide details of all your income and any income you expect to receive this financial year.

Tick only one option (A,B,C) of how your income is shown

- A Weekly
B Fortnightly
C Monthly

a. Salary or wages including allowances

Gross amount

Tax deducted

Net amount

Amount you receive

Date of payment

Does this amount include extra for a dependent spouse or child?

No Yes

b. Pension/benefit/government allowances

Gross amount

Tax deducted

Net amount

Amount you receive

Date of payment

Does this amount include extra for a dependent spouse or child?

No Yes

c. Lump sum payments

Gross amount

Tax deducted

Net amount

Amount you receive

Date of payment or expected date

Details of the reason and source of payment

d. Business income, including self-employment, partnership, company or trust

Gross amount

Tax deducted

Net amount

Amount you receive

Name and type of business, partnership, company or trust

e. Rental property/board income

Gross amount

Tax deducted

Net amount

Amount you receive

f. Investment income (Include details of the type of income)

Gross amount

Tax deducted

Net amount

Amount you receive

Details of type of investment income

g. Other income

Gross amount	\$	<input type="text"/>
Tax deducted	\$	<input type="text"/>
Net amount	\$	<input type="text"/>
Amount you receive	\$	<input type="text"/>

Details of type of other income

5 Your total gross estimated income (a + b + c + d + e + f + g)

\$

Your expenditure details

Please provide the currency of any amounts (i.e. AUD, US, etc.)

6 Tick only one option (A, B or C) of how your expenses are shown.

- A Weekly
 B Fortnightly
 C Monthly

Groceries	\$	<input type="text"/>
Health insurance	\$	<input type="text"/>
Other insurance	\$	<input type="text"/>
Rent, board	\$	<input type="text"/>
Home loan repayments	\$	<input type="text"/>
Other loan repayments	\$	<input type="text"/>
Rates, gas, water, electricity, telephone	\$	<input type="text"/>
Compulsory superannuation contributions paid by you	\$	<input type="text"/>
Voluntary superannuation contributions	\$	<input type="text"/>
Vehicle expenses – work related (if you use your vehicle for work)	\$	<input type="text"/>
Vehicle expenses – private	\$	<input type="text"/>
Clothing, shoes, hairdressing	\$	<input type="text"/>
Education	\$	<input type="text"/>
Child care	\$	<input type="text"/>
Fares	\$	<input type="text"/>
Child Support	\$	<input type="text"/>

Description of other expenses	Amount
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
Total expenditure	\$ <input type="text"/>

Your liabilities

Please provide the currency of any amounts (i.e. AUD, US, etc.)

7 If you owe money on your credit cards complete this section. If any expenses are shared, only include your expenses and how much you owe and pay.

Note: Do not include expenses that are already included above

Credit card expenses	\$	<input type="text"/>
Total amount owing	\$	<input type="text"/>
Minimum repayment	\$	<input type="text"/>
Credit card expenses	\$	<input type="text"/>
Total amount owing	\$	<input type="text"/>
Minimum repayment	\$	<input type="text"/>
Total liabilities	\$	<input type="text"/>

Your asset and debt details

Please provide the currency of any amounts (i.e. AUD, US, etc.)

8 If you own any assets please provide details.

a. Family home

Details

Sole owner No Yes

Purchase date

Estimated current value	\$	<input type="text"/>
Amount owing on loan or mortgage	\$	<input type="text"/>
Minimum monthly repayments	\$	<input type="text"/>

b. Other real estate

Details

Sole owner No Yes

Purchase date

Estimated current value \$

Amount owing on loan or mortgage \$

Minimum monthly repayments \$

c. Motor vehicle

Details of make/model/year

Sole owner No Yes

Purchase date

Estimated current value \$

Amount owing on loan or mortgage \$

Minimum monthly repayments \$

d. Other assets or debts

Details

Sole owner No Yes

Purchase date

Estimated current value \$

Amount owing on loan or mortgage \$

Minimum monthly repayments \$

Total \$

If you have funds deposited in a bank or other accounts, or invested as lump sum payments in a superannuation fund please provide details.

e. Bank accounts

Financial institution

Type of account

Source of funds

Balance \$

f. Other accounts

Financial institution

Type of account

Source of funds

Balance \$

g. Lump sum in superannuation

Financial institution

Type of account

Source of funds

Balance \$

Total \$

9 If you have sold, disposed of, or transferred any assets in the last 3 years, provide details.

a. Description of asset 1

Date of disposal, sale or transfer

Sale price \$

Was the asset sold to an associated person?

No Yes

b. Description of asset 2

Date of disposal, sale or transfer

Sale price \$

Was the asset sold to an associated person?

No Yes

c. Description of asset 3

Date of disposal, sale or transfer

Sale price \$

Was the asset sold to an associated person?

No Yes

Statement

I (full name of applicant)


Declare that the information provided in this form is true and accurate.

Your signature



Your signature must be witnessed by a Justice of the Peace or a Solicitor

Signature of authorised witness



Full name of authorised witness

Qualification of authorised witness

Date