





Information from a person required to pay maintenance

Purpose of this form

If you are required to pay maintenance as a result of a court order or registered agreement made after 1 June 1988, you need to fill out one of these forms. You must lodge the form with Child Support Agency (CSA) no later than 14 days after the order was made or the agreement was registered.

-  If you would like help or further information to complete this form please call CSA on **131 272***
-  This form is available online at www.csa.gov.au
- Tick where applicable. Please write clearly in **BLOCK LETTERS**.

1. What are your personal details?

Title Mr Mrs Miss Ms Other

Family name

First given name

Other given names

Date of birth

Postal address

Postcode

Home phone

Work phone

Mobile phone

Email

@

2. What is your Child Support Reference Number?

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(as shown on your CSA letters)

3. Details of the person you have to pay maintenance to

Title Mr Mrs Miss Ms Other

Family name

First given name

Other given names

Date of birth

Postal address

Postcode

Home phone

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Work phone

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Mobile phone

Email

4. Are you paid a salary or wage?

This includes payments such as superannuation or any other payments treated as salary or wages for income tax purposes

Yes

Name of your employer

Address of your employer

Postcode

No **Go to Question 5.**

5. Statement

Section 159A(1) of the *Child Support (Assessment) Act 1989* provides that a person commits an offence if the person makes a statement to a CSA officer that is false or misleading in a material particular. Penalty: fine not exceeding \$2000.

I declare that the information provided in this form is complete and correct.

Your signature

Date

Additional information

Where do I send this form?

Please send this form to the address shown on your CSA letters, or to your nearest CSA office:

NSW/ACT:	GPO Box 9815	Sydney	2001
WA:	GPO Box 9815	Perth	6848
Vic/Tas:	GPO Box 9815	Melbourne	3001
SA/NT:	GPO Box 9815	Adelaide	5001
Qld:	GPO Box 9815	Brisbane	4001
International cases:	GPO Box 480	Hobart	7001

Where can I find more information?

If you need more information, or you would like help to complete this form, please phone us on **131 272***. You can also read more about CSA and your options in our fact sheets available on the CSA website at www.csa.gov.au

What about customer privacy?

The information requested by CSA is needed for child support purposes and is required by child support law. We don't pass your personal information on to the other parent, unless this 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, the Family Assistance Office or the Social Security Appeals Tribunal. CSA may provide your contact details to people contracted by us to deliver services to separated 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, see the Guide on the CSA's website at www.csa.gov.au For more information about the Privacy Act and privacy generally, see the Privacy Commissioner's website at www.privacy.gov.au

What if I have a complaint?

Step One: Contact CSA and speak to your Customer Service Officer who will try to solve the problem.

Step Two: If you are not satisfied with the outcome, ask to speak to their manager.

Step Three: If you are still not satisfied, call CSA's Complaints Service on **132 919*** and speak to a complaints officer.

If you feel that CSA has been unable to successfully resolve your complaint, you can escalate your concerns by contacting the Commonwealth Ombudsman.

How can I report suspected fraud?

If you have information about someone who is misusing government services, please phone the Australian Government Services Tip-off Line on **131 524***. The tip-off line allows you to confidentially report fraud against Centrelink, Medicare, the Pharmaceutical Benefits Scheme, or Child Support Agency.

***Call charges apply.**

Are you online?

Sign up to CSAonline: www.csa.gov.au