

Kent County Friend of the Court
82 Ionia Ave NW
PO Box 351
Grand Rapids MI 49501-0351

Dear John Doe,

We need your help. The Friend of the Court is reviewing whether your child support order should be changed. By law, the Friend of the Court must review child support orders every three years if there is public assistance or if a party asks for a review. Also, we must review an order if there is a change in custody or a change to a parent's income.

The information you provide will help us decide whether to recommend a change to your order using the Michigan Child Support Formula.

If you don't provide information, we may estimate your income or look for information through other sources. **This could mean a change to your order without your input.**

Please complete the enclosed questionnaire and return it to our office by **Month DD, YYYY** with the supporting documentation listed further below.

If you would rather not complete the questionnaire, please call our office and make an appointment to meet with us in person or by phone.

Please give us the following:

- Most recent tax returns, including any schedules
- Four most recent paycheck stubs
- Childcare verification form (if you're paying for childcare)

If you give us your tax returns and paycheck stubs, you don't need to fill out the income information in the questionnaire.

If you are a guardian, we don't need the tax returns and paycheck stubs. You don't need to fill out the income information in the questionnaire.

See the back of this letter for more information.

We look forward to working with you!

Thank you,
John Smith, Caseworker
Kent County Friend of the Court

QUESTIONS?

Call 616-555-1212 or email
jsmith@kentcountymi.gov



Reviewing docket number: 2015XXXXXXXXXX

Enclosed: Case Questionnaire

Frequently Asked Questions:

Q: What if I need more time?

A: Please call us at 616-555-1212.

FAQ

Q: What if I don't want a review?

A: If **you** requested the review, you can stop the review by letting us know in writing. Otherwise, the review is required by law. If you don't provide information, we may have to estimate your income or look for information in other sources.

Q: How can I return materials to your office?

A: You can bring them in person or mail them to us (be sure you use enough postage). If you use the MiChildSupport online portal, you can scan or take a picture of the documents and send them to us as an attachment using the "Ask a Question" feature.

tps://micasetest.state.mi.us:5082/estportalapp/registered/comm/askQuestion.html

Frequently Asked Questions

What's New?

Ask a Question

• We cannot provide you with Legal Advice.
• Please see the MiChildSupport Frequently Asked Questions for additional information.

Ask a Question

Step 1: What case would you like to ask a question about?

Case: /Saint Joseph with

Step 2: What question would you like to ask?

Write my own question

Enter your question

ANSWER ME

Characters Remaining: 255

Upload Files

Cancel Submit

Q: Do I have to go to court to change my child support?

A: No. This process of changing your child support will not involve a court hearing unless one of the parties files a request for a hearing with the court.

Q: What if I don't have all the information you're asking for?

A: Provide what you can and let us know what you're having trouble with.