

Intergovernmental Referrals – Required UIFSA Forms

The table below lists the intergovernmental referral types, the UIFSA form(s) required for each referral, and other documentation required for the intergovernmental referral type.

Intergovernmental Referral Type	Required UIFSA Forms	Other Supporting Documentation
Establishment of parentage and support	<ul style="list-style-type: none"> • <i>Child Support Enforcement Transmittal #1 – Initial Request</i> • <i>Child Support Agency Confidential Information Form</i> • <i>Declaration in Support of Establishing Parentage</i> (a separate form is needed for each child) • <i>Uniform Support Petition</i> • <i>General Testimony</i> • <i>Personal Information Form for UIFSA § 311</i> 	<ul style="list-style-type: none"> • Birth certificate(s); and/or • <i>Affidavit of Parentage</i>
Establishment of a support order	<ul style="list-style-type: none"> • <i>Child Support Enforcement Transmittal #1 – Initial Request</i> • <i>Child Support Agency Confidential Information Form</i> • <i>Uniform Support Petition</i> • <i>General Testimony</i> • <i>Personal Information Form for UIFSA § 311</i> 	<ul style="list-style-type: none"> • Marriage certificate(s) (if applicable); • Birth certificate(s); and/or • <i>Affidavit of Parentage</i>
Enforcement of existing responding state order	<ul style="list-style-type: none"> • <i>Child Support Enforcement Transmittal #1 – Initial Request</i> • <i>Child Support Agency Confidential Information Form</i> 	
Registration of an existing order that the responding state did not issue	<ul style="list-style-type: none"> • <i>Child Support Enforcement Transmittal #1 – Initial Request</i> • <i>Child Support Agency Confidential Information Form</i> • <i>Letter of Transmittal Requesting Registration</i> 	<ul style="list-style-type: none"> • Two copies of the support current order (one certified); • Certified pay history; and • Certified statement of arrears
Modification of an existing order issued by the responding state	<ul style="list-style-type: none"> • <i>Child Support Enforcement Transmittal #1 – Initial Request</i> • <i>Child Support Agency Confidential Information Form</i> • <i>General Testimony</i> • <i>Personal Information Form for UIFSA § 311</i> 	

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<p>Modification of existing order that the responding state did not issue</p> <p>(Registration for modification and enforcement)</p>	<ul style="list-style-type: none"> • <i>Child Support Enforcement Transmittal #1 – Initial Request</i> • <i>Child Support Agency Confidential Information Form</i> • <i>Uniform Support Petition</i> • <i>General Testimony</i> • <i>Letter of Transmittal Requesting Registration</i> • <i>Personal Information Form for UIFSA § 311</i> 	<ul style="list-style-type: none"> • Two copies of all support orders (one certified of each); • Certified pay history; and • Certified statement of arrears
<p>Inform the initiating jurisdiction of receipt of a Transmittal #1 and request additional information (if needed)</p>	<ul style="list-style-type: none"> • <i>Child Support Enforcement Transmittal #1 – Initial Request Acknowledgment</i> 	
<p>Request for forwarding of child support payment and enforcement of another state’s order (UF case)¹</p>	<ul style="list-style-type: none"> • <i>Child Support Enforcement Transmittal #1 – Initial Request</i> • <i>Child Support Agency Confidential Information Form</i> 	

¹ This was formerly referred to as “redirect payment to obligee state,” but the Office of Child Support Enforcement (OCSE) changed the language to avoid confusion with UIFSA §319 redirection requests.

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Case inquiry or update on previously referred case	<ul style="list-style-type: none"> • <i>Child Support Enforcement Transmittal #2 – Subsequent Actions</i> 	<p>Other documentation, as appropriate</p> <ul style="list-style-type: none"> • Include <i>Child Support Agency Confidential Information Form</i> if any attachments include personal information
Limited Service Request	<ul style="list-style-type: none"> • <i>Child Support Enforcement Transmittal #3 – Request for Assistance/Discovery</i> 	<p>Other documentation, as appropriate</p> <ul style="list-style-type: none"> • Include <i>Child Support Agency Confidential Information Form</i> if any attachments include personal information
Locate Request (or any action requiring service)	<ul style="list-style-type: none"> • CSENet; and/or • <i>Child Support Locate Request</i> (only for states not using CSENet, or if a CSENet transaction was sent but there was no response) 	

Note: Depending on the case circumstances and responding state requirements, the forms required may differ from those listed in the table above. In addition, other documents, such as copies of orders, may be required.