

Law Library Resource Center

Instructions: How to complete all forms needed to submit an Agreement to Modify Child Support

Use the *FREE* online child support calculator at the Superior Court website to produce the *Child Support Worksheet* that MUST be turned in along with this *Agreement*.

Using the online calculator is FREE (access to the Internet and a printer required).

If you do not have access to the Internet and/or a printer, you may use the computers at all Law Library Resource Center locations and print out the *Worksheet* produced by the online calculator as well. There is a small, per-page charge for printing. Online calculators are available at:

ezCourtForms <https://www.superiorcourt.maricopa.gov/ezcourtforms2/>

Advantages of Using the Online Child Support Calculator

- The online calculator is free.
- The online calculator does the math for you.
- The online calculator produces a neater, more readable worksheet.
- The online calculator produces a more accurate child support calculation, AND
- You don't have to go more than 35 pages of Guidelines and Instructions.

If you want to perform the calculations yourself, you will need more than 35 pages of guidelines, instructions, and the Worksheet. These are available for separate purchase from the Law Library Resource Center as part of the "Child Support" packet, or may be downloaded for free from the Court webpage.

Complete the Agreement to Modify Child Support

All parties must sign this agreement. That means:

1. BOTH parents must sign in front of a Clerk at the Filing Counter or a Notary, and
2. If the State of Arizona (DES / DCSE) is involved, a representative of the Arizona Attorney General's office, DCSE, must ALSO sign before you turn in the papers.

Other forms you may need

Current Employer Information Sheet (CEI)

Complete a CEI for the parent who is paying child support under the current court order. If this agreement changes which parent pays child support, include a CEI for both parents.

Order Stopping Income Withholding Order

If the agreement results in the parent who is currently paying NO LONGER having to pay, include an Order Stopping Income Withholding Order to be sent to that parent's employer.

Child Support Order - If child support is still to be paid by either parent after this Agreement, include a new Child Support Order (See separate instructions [DRS81i] in this packet).

When you have completed all needed forms, go to the "Procedures" page and follow the steps listed there.