

CUSTODIAL PARENT REQUEST FOR A MODIFICATION

By completing this form you are requesting that the Office of Child Support Services file the paperwork called a Motion to Modify, to increase your child support order. Please be advised that we can assist you if the case is one that is currently in our child support caseload and if there are no other Motions pending. If your request is rejected for any reason you may file the Motion Pro Se or on your own. There is a Pro Se Motion form at the Family Court or on the website at www.cse.ri.gov. Legal counsel for this agency will not legally represent you at the hearing regardless of whether we file the motion for you or you file on your own. Nor do we represent the other parent. You will be required to present your case to the Magistrate/Judge or retain legal counsel to present your case.

In order to file the paperwork, the following information is needed:

Your Name: _____

Your Current Address: _____

Former Employer name/address or Source of Income: _____

Your Cell Phone Number: _____

Other Parents Name: _____

Child's (ren's) name(s): _____

Case Number or docket Number: _____

In order for the Court to consider your Motion to increase your order, the Court needs to know the reason why. Please explain why you are requesting an increase of your court order.

- _____ **The non custodial parent recently got a promotion**
- _____ **The non custodial parent's income has increased**
- _____ **The non custodial parent is working more hours**
- _____ **Child's needs have increased**
- _____ **My income upon which the order is based has decreased**
- _____ **Other (Explain)**

If we have to get in touch with you to ask you questions which is the best time and phone number to reach you: _____

Signature