

Support Payment Credit Information Sheet

1. If you are seeking credit where money was **not** owed to the State of Oregon, form CSF 01 0321 (Support Payment Credit Agreement (Support Not Assigned)) is enclosed. Complete and return the form to the office listed on this form.

Both the obligor and obligee or child attending school must sign this form for credit to be given.

2. If you are seeking credit where money was owed to the State of Oregon, form CSF 01 0322 (Support Payment Credit Agreement Payments Assigned) is enclosed. Complete and return the form to the office listed on this form.

Both the obligor and obligee or child attending school must sign this form in front of a notary for credit to be given.

3. If you are seeking credit where money was owed to another state, ***send proof from that state*** to the office listed on this form.
4. If the obligee or child attending school (if applicable) won't agree, or the other state won't give you proof, you can ask for a hearing. Complete form CSF 01 0323 (Hearing Request for Support Payment Credit) and return the completed form to the office listed on this form.

Return the completed form(s) to:

Division of Child Support
4600 25TH AVE NE #180
SALEM OR 97301
Telephone: (503) 373-7300
FAX: (503) 986-6297
TTY: (800) 735-2900

We will use the address where we sent you this document to send you documents in the future. It may also appear in legal papers given to the other party and in court records. If you do not want this address to be given to the other party or appear in court records, please call us.

The Child Support Program can provide you with information from forms and other notices in your own language free of charge. This also includes Braille, large print, and the use of interpreters. To find out more, contact your child support office.

The Child Support Program (CSP) provides services for the State of Oregon. We cannot represent you or give you legal advice. You may contact your own lawyer at any time. Low cost legal services may be available. For information, you may visit the CSP website at oregonchildsupport.gov.

Support Payment Credit Agreement (Support Not Assigned)

CSP #:
 Obligor:
 Obligee:

By signing this form, we agree that the following support payments have been paid and should be credited to the Department of Justice account indicated above.

Notice to Parties: The amounts in this credit agreement have not been reviewed for accuracy by the Child Support Program. It is your responsibility to review the amounts and to make appropriate revisions before signing the agreement.

If you have questions, you may contact a lawyer or call or visit the enforcing agency.

Notice to Obligee/Child Attending School: If you were receiving public assistance and did not report the payments listed below, you may be subject to criminal or civil liability. This form may be used in a hearing as evidence of receipt of payment.

OBLIGOR TO COMPLETE

OBLIGEE/CHILD ATTENDING SCHOOL TO COMPLETE

Approximate Date

Amount

Approximate Date

Amount

TOTAL

TOTAL

OBLIGOR

Signature: _____

Date: _____

OBLIGEE/CHILD ATTENDING SCHOOL

Signature: _____

Date: _____

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Support Payment Credit Agreement (Payments Assigned)

CSP #:
Obligor:
Obligee:

By signing this form, we agree that the following support payments have been paid and should be credited to the Department of Justice account indicated above. Canceled checks or other substantial proof of payment is/are attached.

Notice to Parties: The amounts in this credit agreement have not been reviewed for accuracy by the Child Support Program. It is your responsibility to review the amounts and to make appropriate revisions before signing the agreement.

If you have questions, you may contact a lawyer or call or visit the enforcing agency.

Notice to Obligee/Child Attending School: If you were receiving public assistance and did not report the payments listed below, you may be subject to criminal or civil liability. This form may be used in a hearing as evidence of receipt of payment.

Approximate Date	Amount
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL	_____

OBLIGOR

Signature: _____

Date: _____

State of _____)
) ss.
County of _____)

SUBSCRIBED AND SWORN to before me by _____

_____ on _____.

Notary Public for _____

My commission expires: _____

Approximate Date	Amount
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL	_____

OBLIGEE/CHILD ATTENDING SCHOOL

Signature: _____

Date: _____

State of _____)
) ss.
County of _____)

SUBSCRIBED AND SWORN to before me by _____

_____ on _____.

Notary Public for _____

My commission expires: _____

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Hearing Request for Support Payment Credit

ORS 25.020; OAR 137-055-5240

CSP #:
Obligor:
Obligee:

I request a hearing to decide whether my support account should be credited for the following payments which were **not** paid to the Department of Justice, but were paid as support payments. I have not been able to get an agreement or sworn statement from the obligee, child attending school/adult child or proof from another state. Other state: _____

I will need an interpreter for the hearing. Language: _____

Approximate Date	Amount	Approximate Date	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
TOTAL	_____	TOTAL	_____

Please attach copies of canceled checks or other substantial proof of payment.

Date	Signature	Printed Name
Cell #: _____	Text? <input type="checkbox"/> Yes <input type="checkbox"/> No	Message #: _____
Home #: _____	Email: _____	

Address	City	State	Zip
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We will use the address where we sent you this document to send you documents in the future. It may also appear in legal papers given to the other party and in court records. If you do not want this address to be given to the other party or appear in court records, please call us.

If you have safety concerns, you may also visit our website: oregonchildsupport.gov/safety.

Notice to Parties: The amounts in this hearing request have not been reviewed for accuracy by the Child Support Program. If you disagree with the amounts, send any proof showing different payment amounts to the address listed on this form and appear at the time and place of the hearing to have your objections considered. See ORS 25.020, ORS 107.108, OAR 137-055-5120 and OAR 137-055-5240.

When one party requests a hearing, he or she may later withdraw the request. Even if another party has already requested a hearing, if you also want a hearing to take place, you must request a hearing within the time limit stated in the notice or other document you received to ensure that a hearing will be scheduled.

If this request is submitted for an administrative hearing, the Child Support Program designates its file in this matter as the record in this case.

If you have any questions, you may contact a lawyer or call or visit the enforcing agency.

Your Hearing Rights

1. Hearings are held by the Office of Administrative Hearings (OAH). The administrative law judge's (ALJ) decision may be appealed to the circuit court of the State of Oregon.
2. This hearing for child support credit will consider only the issue of credit for payment(s) paid but not to Department of Justice.
3. The hearing will be held by a telephone conference, using a call-in number or the ALJ calling you directly. OAH will send you a notice of the time and place of the hearing at your mailing address. This notice will also have instructions about telephone hearings. Please read and follow the instructions carefully. Be sure you give us a phone number (on the first page of this form) where you can be reached for the hearing. If you do not appear for the hearing, your request for credit may be dismissed and your child support account will not be credited.

**** Any call blocking or caller identification feature(s) on your phone *must* be turned off *before* your hearing. ****

1. At the hearing you will have a chance to explain why you believe credit should be given. You may provide canceled checks or other proof of payment. You can have people testify for you. You can have a lawyer help you at your own expense.
2. A copy of this completed form will be sent to the other parties as a part of the hearing notice. If money is owed to the state, the enforcing agency will also get a copy. The other parties will have the opportunity to object and be heard at the hearing.
3. This completed form along with any proof of payment must be sent to the address listed on this form.

Protecting A Servicemembers Rights

50 USC App §§501-597b

Active duty servicemembers have a right to stay (delay) proceedings under the federal Servicemembers Civil Relief Act. Servicemembers may contact the Oregon State Bar toll-free inside Oregon at 800-452-8260 or 503-620-0222 or the Oregon Military Department toll-free at 800-452-7500 for more information. The United States Armed Forces Legal Assistance Legal Services Locator website may be accessed at legalassistance.law.af.mil.

If you have moved from the address on this packet/form, please provide your new address. We will use your address to send you documents. It may also appear in legal papers given to the other party and in court records. If you do not want this address to be given to the other party or appear in court records, please call us.

Division of Child Support 4600 25TH AVE NE #180 SALEM 9730197301 Telephone: FAX: TTY: (800) 735-2900

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