

EXPLANATION SHEET FOR SATISFACTION OF SUPPORT

Oregon law (ORS 18.225) says that when a money award (like the child and/or spousal support award in your case) has been partially or fully satisfied, it is the obligee/judgment creditor's responsibility to file a satisfaction in the county where the support award was originally entered. A satisfaction is proof that money has been paid or the debt is no longer owed.

Since your support case is handled by the Oregon Child Support Program, you will need to send your satisfaction to the Department of Justice (DOJ) at the address listed below. DOJ will check its accounting records and send the satisfaction to the correct court. The court will only satisfy the amount DOJ authorizes. **Please Note:** You may only satisfy support that was due in the past. You cannot satisfy future support.

One or more satisfaction form(s) is/are attached. Return one form only. If we receive more than one form from you we may not be able to process the request. If you have received more than one form, you can use the information below, to decide which form is right for your case. **Please Note:** Once the satisfaction is filed in circuit court, the judgment or amount indicated will show permanently in the court's records as paid, and cannot be changed, except by a court in limited situations.

CSF 08 0350A: Partial Credit and Satisfaction of Support

Use this form if you want DOJ to adjust (credit) your case to show that an amount has been paid and satisfy that amount in the court record. You may indicate either a specific dollar amount for the credit and satisfaction, or that you want to credit and satisfy all amounts through a certain date. This form might be used, for example, if the obligor paid money directly to you rather than through DOJ and you want to make sure the obligor gets credit on your support account.

CSF 08 0350B: Partial Satisfaction of Support

Use this form if you want to satisfy an amount in the court record, but do not want to make any changes to DOJ's support record. You may indicate either a specific dollar amount to be satisfied or all amounts through a certain date. This form might be used, for example, if the obligor has been paying support through DOJ, but needs the court record to show that he/she is current on payments.

CSF 08 0350C: Full Satisfaction of Support

Use this form if no future support will ever be due under your support order and you agree that the obligor does not owe you any money for amounts due in the past. In order to use this form, support must have permanently ended (terminated) under your support order. If any amount currently shows due on the child support record, that amount will be removed.

The attached forms are important documents. Please read the forms and instructions carefully. Do not sign unless you understand what you are signing and agree that the money owed to you has been paid or should be credited.

HOW TO FILL OUT THE SATISFACTION FORM

These numbers correspond to the numbers on the Satisfaction forms

[1] County where the support order was originally entered.

[2] Name of the person who was owed the money. This person is called the judgment creditor/obligee.

[3] Name of the person who was ordered to pay the money. This person is called the judgment debtor/obligor.

[4] Oregon Circuit Court case number

[5] CSP number (Oregon Child Support Program case number)

You must choose only one.

[6] If the satisfaction or credit is for child support, check that box.

[6A] If the satisfaction or credit is for spousal support, check that box.

[7] Print your name.

Items 8- 10 for Forms CSF 08 0350A and CSF 08 0350B only

[8] Check this box if you wish to satisfy a specific amount of arrears or past due support; OR

[9] Check this box if you wish to satisfy all support through a given date. Enter the date through which you want support satisfied. You cannot enter a date later than your signature date.

[10] Be sure to sign the form ***in front of a notary public***. If you do not sign the form in front of a Notary Public, the form cannot be processed.

Item 8 for Form CSF 08 0350C

[8] Be sure to sign the form ***in front of a notary public***. If you do not sign the form in front of a Notary Public, the form cannot be processed.

Please send the ***original completed*** form to:

Division of Child Support
Financial Services Unit
4600 25th Avenue NE, Ste 180
Salem, OR 97301

If you have any questions, you may contact your local child support office.

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.

IN THE CIRCUIT COURT OF THE STATE OF OREGON
FOR THE COUNTY OF [1] _____

[2] _____,)
Judgment Creditor/Obligee,) [4] Court Case No.: _____
and) [5] CSP Case No.: _____
[3] _____,) **PARTIAL SATISFACTION OF**
Judgment Debtor/Obligor.) **COURT JUDGMENT**

This satisfaction is only for [6 Child Support] [6A Spousal Support].

[7 I, _____,] the obligee, being first duly
sworn, depose and say: I am the Judgment Creditor in the above action. I hereby authorize the
support amounts indicated below to be satisfied in this matter as follows:

[8] Arrears or past due support in the amount of \$ _____.

[9] All support accrued through _____
(date may not be after signature date)

This includes any amounts due under the money award for past support (if any) and monthly support
that has accrued under the support award.

**I understand that by signing this document, I agree that the amount/time period
indicated above has been paid. These amounts are already reflected as paid on the DOJ
support records.**

[10] Dated this _____ day of _____, _____.

Signature of Judgment Creditor

STATE OF _____)
County of _____) ss.

SUBSCRIBED AND SWORN to before me on _____ by _____.

Notary Public for _____

My commission expires: _____

IN THE CIRCUIT COURT OF THE STATE OF OREGON
FOR THE COUNTY OF [1] _____

STATE OF OREGON,)
)
[2] _____,)
) Judgment Creditor/Obligee,)
)
and)
[3] _____,)
) Judgment Debtor/Obligor.)

[4] Court Case No.: _____
[5] CSP Case No.: _____

**FULL SATISFACTION OF
SUPPORT AWARD**

This satisfaction is only for [6 Child Support] [6A Spousal Support].

[7 I, _____,] the obligee, being first duly sworn, depose and say: I am the Judgment Creditor in the above action. I hereby authorize the Money Award and/or Support Award indicated above to be credited and satisfied in full. All money due has been paid or otherwise satisfied in full and the Judgment Debtor/Obligor does not owe any further amount in connection with the Money Award for past support (if any) or monthly support that has accrued under the Support Award.

I understand that by signing this document, I agree that no more support will come due under the support order and the Judgment Debtor/Obligor does not owe any more money for amounts due in the past. Any amounts showing as due on the support records will be entered as no longer owing.

[8] Dated this _____ day of _____, _____.

Signature of Judgment Creditor

STATE OF _____)
) ss.
County of _____)

SUBSCRIBED AND SWORN to before me on _____ by _____.

Notary Public for _____
My commission expires: _____