

**APPLICATION FOR CHILD SUPPORT SERVICES**  
**(for existing Milwaukee County court cases only)**

If you are involved in a family court action in Milwaukee County, you may apply for services from the Milwaukee County Department of Child Support Enforcement. Our agency can help you:

- Collect your child support order through income withholding.
- Enforce the payment of unpaid support through tax refund intercept, account seizure and other administrative processes.
- Modify your support order.

You can get more information about the child support program at [www.childsupport.wisconsin.gov](http://www.childsupport.wisconsin.gov).

There is no fee to apply for child support services. If you are interested, please complete and return the form below to:

Milwaukee County Child Support  
Room 101 Courthouse  
901 N. 9<sup>th</sup> Street  
Milwaukee WI 53233

Please note the following regarding Child Support services:

- Child support agencies do not handle child custody, physical placement (visitation) issues, or enforce maintenance-only (alimony) orders.
- A Child Support attorney who appears at your hearing represents the State of Wisconsin, not you. Applying for services does not create an attorney-client relationship with the Child Support attorneys.
- If you have a percentage-expressed child support order (for example, an order of 17% of gross income, instead of a fixed dollar amount such as \$300 per month), and you apply for child support services, the agency is required by state law to ask the court to change your order to a fixed dollar amount.
- If the agency collects support arrears through tax refund intercept and the refund is recalled, you will have to return the payment. If a tax intercept collection is at least \$10, a fee of 10%, up to \$25, will be deducted from the collection.

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**Application for Child Support Services**

**Yes, I** \_\_\_\_\_ request Child Support services from Milwaukee County Child Support.  
(Please print your name clearly)

Court Case Number \_\_\_\_\_ Birth date: \_\_\_\_\_

My address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

**Other Parent:**

Full name: First Middle Last Birth Date Telephone

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## LETTER OF UNDERSTANDING

*(Print a copy of this letter and keep it for your records)*

The Milwaukee County Department of Child Support Enforcement represents the State of Wisconsin in child support actions, and the state's interests may be different from yours. Information given to the Department may be used for any support proceedings in which you are involved. The attorney for Child Support Enforcement is not your attorney. If you want an attorney to represent you, you may hire a private lawyer at any time.

By asking the Department of Child Support Enforcement to start a child support action, you agree to:

1. Appear promptly for court and other appointments;
2. Keep your address and telephone number current with the Department; and
3. Answer all questions truthfully and as completely as possible.

- If you receive public assistance benefits:

If you fail to cooperate, Child Support Enforcement may notify your benefits provider and/or the Department of Human Services of your noncooperation. This may make you ineligible for benefits. Child Support Enforcement may refer any evidence of fraud in your benefits case to the Department of Human Services and/or the District Attorney.

- If you do not receive public assistance benefits:

If you fail to cooperate, Child Support Enforcement may close your case and cease collection efforts.

The Department of Child Support Enforcement cannot become involved in any custody or visitation dispute. Department staff cannot provide legal advice.

**By submitting the Application for Child Support Services, you attest that you have read and understand this notice.**