

# International application for an Australian child support assessment (CS1665)

## When to use this form



Only use this form if you live outside Australia and want to:

- apply for an initial child support assessment
- restart a previously ended child support assessment
- add another child to an existing child support assessment.

You can only use this form if you are the natural or adoptive parent of the child(ren) of the child support assessment.

## Important information

### What is a child support assessment?

A child support assessment is based on the principle that parents need to meet the costs of raising their child(ren). The child support assessment takes into account a number of factors including both parents' incomes, how much time each parent cares for the child(ren) and responsibility for children from other relationships. This is to ensure the child(ren) of the assessment get a proper level of financial support from their parents.

Services Australia can work out the child support payment amount, using a formula that can account for different family circumstances. We can collect the payments and transfer them on your behalf (known as Child Support Collect) or you can choose to transfer the payments independent of us (known as Private Collect). If you choose Child Support Collect, the method of collecting and transferring payments will depend on the residential arrangements of the parent receiving the child support.

Australia has arrangements for child support with a number of countries. These are known as **reciprocating jurisdictions**. A reciprocating jurisdiction is a country or part of a country that has an international arrangement with Australia. A list of countries with reciprocating jurisdiction can be found at [servicesaustralia.gov.au/childsupportjurisdictions](https://servicesaustralia.gov.au/childsupportjurisdictions)

If you are in a **non-reciprocating jurisdiction**, you may not be eligible for an Australian child support assessment. You should contact Services Australia or the authority responsible for child support in your country of residence to discuss your options.

In making an application for Australian child support you may be required to provide additional documents with this form. For example, copies of the birth certificate for your child(ren) or other supporting documentation to prove parentage of your child(ren).

## Information about eligibility

To apply for an Australian Child support assessment, you must meet all of the below eligibility requirements:

- at least one parent must be a resident of Australia on the day the application is made
- the parent required to pay child support must live in Australia or a reciprocating jurisdiction
- you must not be currently living in a genuine domestic relationship with the other parent
- the child(ren) must be younger than 18, unmarried and not living in a de-facto relationship
- the child(ren) must be either usually living in Australia (or a country that is a reciprocating jurisdiction) **or** an Australian citizen
- we are satisfied that you and the other parent are the parents of the child(ren).

For further explanation of the meaning and context of 'resident of Australia', go to Chapter 1.6.1 of the **Child Support Guide** at [servicesaustralia.gov.au/childsupportguide](https://servicesaustralia.gov.au/childsupportguide)

If you are unsure whether you may be eligible to apply for an Australian child support assessment, call us on +61 131 272 or +61 3 6216 0864. If in New Zealand, freecall 0800 440 953.

## Filling in this form

- Use black or blue pen.
- Print in BLOCK LETTERS.
- Where you see a box like this ☐ **Go to 1** skip to the question number shown.

Sign and date the Declaration on page 10.

If this form is not signed, is incomplete or missing information, it could result in delays or it may be returned to you. Assessments will start **from the date the application is received**, not the date the application has been signed. We allow 90 days for processing the application.

## For more information



Go to [servicesaustralia.gov.au/childsupport](https://servicesaustralia.gov.au/childsupport) or call us on +61 131 272 or +61 3 6216 0864. Call charges may apply. If in New Zealand, freecall 0800 440 953.

### Information in your language

We can translate documents you need for your application for free.

To speak to us in your language, call +61 131 272.

### Hearing and speech assistance

If you have a hearing or speech impairment, you can use:

- the National Relay Service +61 1800 555 660, or
- our TTY service on +61 1800 810 586. You need a TTY phone to use this service.

For more information about help with communication, go to [servicesaustralia.gov.au](https://servicesaustralia.gov.au) and search 'other support and advice'.

## Returning this form

### If you are in a reciprocating jurisdiction, and are applying to:

- **receive** child support, give your application to the relevant court or administrative maintenance authority in your country of residence and they will forward the application to us. You can also ask the court or administrative maintenance authority to make an application on your behalf.
- **pay** child support, you can apply directly to us or through the relevant court or administrative maintenance authority in your country of residence.

Contact us if you are unsure who the relevant court or administrative maintenance authority in your country of residence is.

The court or administrative maintenance authority in the reciprocating jurisdiction must complete page 11 of this form.

### If you are in a non-reciprocating jurisdiction, you must apply directly to us.

Return this form and a copy of any supporting documents by:

- **email to [childsupportoverseas@servicesaustralia.gov.au](mailto:childsupportoverseas@servicesaustralia.gov.au)**  
There may be risks with sending personal information through unsecured networks or email channels.
- **post to** Services Australia  
Child Support  
GPO Box 9815  
MELBOURNE VIC 3001  
AUSTRALIA
- **fax to** +61 3 6216 0899

You should keep a copy of this form for your records.



## child support

# International application for an Australian child support assessment (CS1665)

### Your details

#### 1 Your name

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other

Family name

First given name

Second given name

#### 2 Your date of birth (DD MM YYYY)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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#### 3 Have you been known by any other name(s)?

##### Include:

- name at birth
- name before marriage
- previous married name
- Aboriginal or skin name
- alias
- adoptive name
- foster name.

No ☐ *Go to next question*

Yes ☐ Give details below

##### 1 Other name

Type of name (for example, name at birth)

##### 2 Other name

Type of name (for example, name before marriage)

If you need more space, provide a separate sheet with details.

#### 4 Your permanent address

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
Country

#### 5 Your postal address (if different to above)

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
Country

#### 6 Your contact details

It is important that you include the complete number (including country and area code) as we may need to contact you on these numbers.

Home phone number (including country and area code)

Mobile phone number (including country code)

Work phone number (including country and area code)

Email



CSP0CS1665 2506

## Aboriginal and Torres Strait Islander descent

### 7 Read this before answering the following question.

This question is voluntary and will not affect your assessment. If you do answer, the information will help us to continue to improve services to Aboriginal and Torres Strait Islander Australians.

Are you of Aboriginal or Torres Strait Islander Australian descent? If you are of both Aboriginal and Torres Strait Islander Australian descent, tick both 'Yes' boxes.

No ☐

Yes – Aboriginal Australian ☐

Yes – Torres Strait Islander Australian ☐

### 8 Read this before answering the following question.

This question is voluntary and will not affect your assessment. If you do answer, the information will help us to continue to improve services to people of Australian South Sea Islander descent.

Australian South Sea Islanders are the descendants of Pacific Islander labourers brought from the Western Pacific in the 19th Century.

Are you of Australian South Sea Islander descent?

No ☐

Yes ☐

### 9 Have you applied for child support before?

No ☐ **Go to 12**

Yes ☐ **Go to next question**

### 10 Your Customer Reference Number (if known)

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### 11 Read this before answering the following question.

We use your tax information to calculate your child support assessment. You are not breaking the law if you do not give us your tax file number. We will obtain this information from the Australian Taxation Office if you do not provide it.

Do you have an Australian tax file number?

No ☐ **Go to next question**

Yes ☐ **Your tax file number**

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## Other parent's details

### 12 Other parent's name

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Mx ☐ Other

Family name

First given name

Second given name

### 13 Other parent's date of birth (DD MM YYYY)

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### 14 Has the other parent been known by any other name(s)?

**Include:**

- name at birth
- name before marriage
- previous married name
- Aboriginal or skin name
- alias
- adoptive name
- foster name.

No ☐ **Go to next question**

Yes ☐ **Give details below**

<b>1</b> Other name
<input type="text"/>
Type of name (for example, name at birth)
<input type="text"/>

<b>2</b> Other name
<input type="text"/>
Type of name (for example, name before marriage)
<input type="text"/>

If you need more space, provide a separate sheet with details.

**15** Other parent's permanent address

Country	
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**16** Other parent's postal address (if different to above)

Country	

## 17 Other parent's contact details

It is important that you include the complete number (including country and area code) as we may need to contact the other parent on these numbers.

Home phone number (including country and area code)

[illegible]

Mobile phone number (including country code)

| | | | |

Work phone number (including country and area code)

[illegible]

Email

\_\_\_\_\_

## Residency

The residency status of both parents is important because it forms part of the eligibility requirements detailed on page 1 of this form. For more information about residency for child support purposes, go to **[servicesaustralia.gov.au/childsupportoverseas](https://servicesaustralia.gov.au/childsupportoverseas)**

Answer the residency questions to the best of your knowledge for both yourself and the other parent.

**18** Are you expecting to receive child support payments as a result of this application?

Receive  Go to next question

Pay  **Go to 26**

**19** What country do you currently live in?

**20** When did you become a resident of this country?

\_\_\_\_\_

**21** What country does the other parent who you expect to pay child support currently live in?

\_\_\_\_\_

**22** To the best of your knowledge has the other parent lived in this country for more than 2 years?

No  Go to next question

Yes ☐ **Go to 30**

**23** List the countries that the other parent has lived in during the last 2 years, including approximate dates.


► **Go to 30**

**24** Have you lived in the country where you currently live for more than 2 years?

No  Go to next question

Yes ☐ **Go to 30**

**25** List the countries that you have lived in during the last 2 years, including approximate dates.


**26** What country does the other parent who you expect to pay child support to currently live in?

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**27** When did the other parent become a resident of this country?

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## Child(ren)'s details

- 28** Give details of the child(ren) (both natural or adoptive) for whom you are applying for Australian child support.

### Child 1

Family name

First given name

Second given name

Date of birth (DD MM YYYY)

Country, state or territory where birth is registered

Is this child a citizen of Australia?

No ☐

Yes ☐

How much care do you have for this child per year?  
Specify either percentage **or** the number of nights

 % **or** nights per year

When did this care start? (DD MM YYYY)

Do you expect this care to be ongoing?

No ☐ **Give details**

Yes ☐

### Child 2

Family name

First given name

Second given name

Date of birth (DD MM YYYY)

Country, state or territory where birth is registered

Is this child a citizen of Australia?

No ☐

Yes ☐

How much care do you have for this child per year?  
Specify either percentage **or** the number of nights

 % **or** nights per year

When did this care start? (DD MM YYYY)

Do you expect this care to be ongoing?

No ☐ **Give details**

Yes ☐

### Child 3

Family name

First given name

Second given name

Date of birth (DD MM YYYY)

Country, state or territory where birth is registered

Is this child a citizen of Australia?

No ☐

Yes ☐

How much care do you have for this child per year?  
Specify either percentage **or** the number of nights

 %

**or**

nights per year

When did this care start? (DD MM YYYY)

Do you expect this care to be ongoing?

No ☐ Give details

Yes ☐

If you need more space, provide a separate sheet with details.

### Other details

**29** Do you receive Family Tax Benefit for the child(ren)?

No ☐ **Go to 33**

Yes ☐ **Go to next question**

**30** Have you already given information to Services Australia about the percentage of care of the child(ren) for Family Tax Benefit?

No ☐

Yes ☐

If you receive Family Tax Benefit and child support for a child, the same rules are used to work out your percentage of care. This means one determination about care is used for family assistance and child support purposes.

### Your relationship details with the other parent

**31** Were you and the other parent ever legally married?

No ☐ **Go to 35**

Yes ☐ Date of marriage (DD MM YYYY)

**32** Have you and the other parent divorced?

No ☐ **Go to next question**

Yes ☐ Date of divorce (DD MM YYYY)

**33** Have you and the other parent ever lived together?

No ☐ **Go to next question**

Yes ☐ Give the period(s) you have lived together

From (DD MM YYYY)

To (DD MM YYYY)

From (DD MM YYYY)

To (DD MM YYYY)

If you need more space, provide a separate sheet with details.

**34** Are you and the other parent named as parents on the birth certificate or adoption papers of the child(ren) for whom you are applying for Australian child support?

No ☐

Yes ☐



Provide supporting documentation such as a **copy** of the birth certificate for the child(ren) for whom you are applying for Australian child support.

### Income details

To calculate your child support assessment, both parents' income is used. This includes income earned outside Australia and Australian income for the last financial (tax) year.

We will use the relevant exchange rate to convert all currencies into Australian dollars.

When providing your income details make sure they are for 2 consecutive years, including the most recently completed tax year.

#### Income earned outside Australia

**35** Do you have any income from outside Australia that you did not have to pay Australian tax for the most recently completed tax year?

No ☐ **Go to 39**

Yes ☐ **Go to next question**

- 36 What are your income details for the income you earned outside Australia and did not pay Australian tax?

#### Tax year 1

Country

Currency

Tax year

From (DD MM YYYY)

To (DD MM YYYY)

a Gross income

\$

b Allowable deductions

\$

Allowable deductions are the deductions recognised by the taxation or income authority in the country this income relates to.

c **Total income earned outside Australia**  
(a minus b)

\$

We may ask you to provide evidence of this income if there is a dispute or we obtain information suggesting your income needs to be reviewed.

#### Tax year 2

Country

Currency

Tax year

From (DD MM YYYY)

To (DD MM YYYY)

a Gross income

\$

b Allowable deductions

\$

Allowable deductions are the deductions recognised by the taxation or income authority in the country this income relates to.

c **Total income earned outside Australia**  
(a minus b)

\$

We may ask you to provide evidence of this income if there is a dispute or we obtain information suggesting your income needs to be reviewed.

If you need more space, provide a separate sheet with details.

- 37 Did you earn Australian income for the most recently completed tax year?

No ☐ Go to 46

Yes ☐ Go to next question

#### Australian income

- 38 Which tax year are you supplying Australian income details for?

If you have completed question 38, use the tax years already provided.

Tax year for example, 2020-2021

20  – 20

- 39 Have you lodged a tax return for this tax year?

No ☐ Go to next question

Yes ☐ Go to 43

- 40 Are you required to lodge a tax return for this tax year?

No ☐ Go to 45

Yes ☐ When will you lodge this tax return? (DD MM YYYY)

Go to 45

- 41 What date did you lodge this tax return? (DD MM YYYY)

- 42 What name and address did you provide on this tax return?

Name

Address

Country



### 43 Read this before answering the following question.

**Gross income** includes gross income from wages before tax, taxable pension/benefits, business income, rental income, investment income, net capital gains and eligible terminations payments. Include any other assessable income that would be included in your tax return.

**Allowable tax deductions** must be recognised by the Australian Taxation Office (ATO) for example, work related expenses, business expenses, rental property expenses, financial investment expenses.

**Total net investment losses** are the amount by which the expenses for your investments for example, from rental property, shares, managed investments and forestry managed investment schemes, exceed the gross income from those investments.

**Reportable fringe benefits** includes benefits received as part of earned income but not as a wage or salary for example, novated lease, use of a car as part of a salary package.

**Target foreign income** includes any foreign income exempt from tax, less any losses or outgoings incurred in deriving that income.

**Total tax free pensions and benefits** – Not all tax free pensions and benefits need to be included as adjusted taxable income. The following examples are to be **included** as they may be considered for child support purposes: disability support pensions, Carer Payment, invalidity service pensions, partner service pensions, income support supplements and Defence Force Income Support Allowances.

**Reportable superannuation contributions** are when you choose to salary sacrifice some of your wages into a superannuation fund. These are in addition to the compulsory contributions paid by your employer. If you are self-employed, these are the superannuation payments you make that you claim as a tax deduction.

What are your Australian income details for the tax year provided at question 40? **Do not include income that you have included in question 38.**

<b>a</b> Gross income	\$
<b>b</b> Allowable tax deductions	\$
<b>c</b> Net taxable income (a minus b)	\$
<b>d</b> Total net investment losses	\$
<b>e</b> Reportable fringe benefits	\$
<b>f</b> Target foreign income	\$
<b>g</b> Total tax free pensions and benefits	\$
<b>h</b> Reportable superannuation contributions	\$
<b>i</b> <b>Total adjusted taxable income</b> (c + d + e + f + g + h)	\$

### Children of your other relationships

**44** Do you have a relevant dependent child(ren) living in your care from another relationship, who is younger than 18?

A relevant dependent child can be your:

- biological child
- adopted child
- stepchild - if a court order states that you have a duty to maintain them
- child from artificial conception - you and the other parent were married or in a de facto relationship at the time of conception and you consented to the artificial conception procedure or a child from a surrogacy arrangement.

The child must be in your care for at least 128 nights a year.

No ☐ Go to next question

Yes ☐ Give details of any children younger than 18 from another relationship who you live with and care for.

#### Child 1

Family name

First given name

Second given name

Date of birth (DD MM YYYY)

Country, state or territory where birth is registered

How much care do you have for this child per year?

Specify either percentage **or** the number of nights

 % **or**
 nights per year

## Child 2

Family name

First given name

Second given name

Date of birth (DD MM YYYY)

Country, state or territory where birth is registered

How much care do you have for this child per year?

Specify either percentage **or** the number of nights

% **or**

nights per year

## Child 3

Family name

First given name

Second given name

Date of birth (DD MM YYYY)

Country, state or territory where birth is registered

How much care do you have for this child per year?

Specify either percentage **or** the number of nights

% **or**

nights per year

If you need more space, provide a separate sheet with details.

## Collection options

- 45** If you are entitled to receive child support payments as a result of this application, how would you like to collect your payments?

**Tick one only**

Private Collect ☐

Child Support Collect ☐

If you choose Child Support Collect, the method of collecting and transferring payments will depend on your residential arrangements. For more information you can email us at **childsupportoverseas@servicesaustralia.gov.au** or call us on +61 131 272 or +61 3 6216 0864 (call charges may apply).

If in New Zealand, freecall **0800 440 953**.

There may be risks with sending personal information through unsecured networks or email channels.

## Checklist

- 46** Are you providing the following document with this form?

Supporting documentation such as a **copy** of the birth certificate for the child(ren) for whom you are applying for Australian child support.  
(if you answered Yes at **question 36**)

☐

## Privacy notice

- 47** You need to read this

### Privacy and your personal information

The privacy and security of your personal information is important to us, and is protected by law. We collect this information to provide payments and services. We only share your information with other parties where you have agreed, or where the law allows or requires it. For more information, go to **servicesaustralia.gov.au/privacypolicy**

## Declaration

- 48** I declare that:

- the information I have provided in this form is complete and correct.

### I understand that:

- Services Australia can make relevant enquiries to make sure I receive the correct entitlement.
- giving false or misleading information is a serious offence.

Your signature

Date (DD MM YYYY) (you **must** date this declaration)

Read **Returning this form** on page 2 to see if you need to have your local court or administrative maintenance authority complete page 11. You should keep a copy of this form for your records. Assessments will **start from the date the application is received**, not the date the application has been signed. We allow 90 days for processing the application.

**The details on this page must be completed by the court or administrative maintenance authority in the reciprocating jurisdiction.**

## 1 You need to read this

The privacy and security of your personal information is important to us, and is protected by law. We collect this information so we can process and manage your applications and payments, and provide services to you. We only share your information with other parties where you have agreed, or where the law allows or requires it. For more information, go to **[servicesaustralia.gov.au/privacypolicy](https://servicesaustralia.gov.au/privacypolicy)**

## Name of court or administrative maintenance authority

\_\_\_\_\_

Address

Country	

Phone number (including country and area code)

[illegible]

Fax number (including country and area code)

[illegible]

Email

\_\_\_\_\_

## Full name

\_\_\_\_\_

Phone number (including country and area code)

[illegible]

\_\_\_\_\_

No 



Provide details for disbursement.

Yes ☐

## 6 Official stamp