

When to use this form



Use this form to tell Services Australia about any payments or non-cash transactions made directly to the other party or to a third party.

We will contact both parties to confirm this information.

If both parties agree that the payments were made in place of child support, then the amount can be credited against the child support liability.

Some non-agency payments may be credited as child support without the agreement of the person receiving child support. These payments are called Prescribed non-agency payments and once made can be credited up to a maximum of 30% of the current child support liability where the balance of child support is paid on time. Prescribed non-agency payments can only be credited if the paying parent has less than regular care of all the children. That is, less than 52 nights care per year.

The types of payments that can be credited in this way are specified in (or prescribed by) regulation in the *Child Support (Registration and Collection) Regulations 1988*. For more information about non-agency payments, go to servicessaustralia.gov.au/cspaymentmethods

Child support payments and Family Tax Benefit Part A are closely linked. Family Tax Benefit payments may be affected when a non-agency payment is credited. For more information about the link between Child Support payments and Family Tax Benefit, go to servicessaustralia.gov.au/csandftba

Online account



You can access your Child Support online account through myGov. myGov is a secure way to access a range of government services online with one username and password. You can create a myGov account at my.gov.au and link Child Support to it.

Filling in this form

You can complete this form on your computer using Adobe Acrobat Reader, or you can print it.

For help on how to fill in our forms, go to servicessaustralia.gov.au/formhelp

If you have a printed 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.

For more information



Go to servicessaustralia.gov.au/childsupport or call us on 131 272.

Information in your language

We can translate documents you need for your non-agency payment details for free.

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



Hearing and speech assistance

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

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

For more information about help with communication, go to servicessaustralia.gov.au and search 'other support and advice'.

Payment details

A non-agency payment can be recognised as a payment made in place of child support.

A non-agency payment may be a cash payment or a non-cash transaction such as a transfer of property or provision of a service.

For non-agency payments made to a third party, other than any Prescribed non-agency payment, both parents can agree to the payments being credited at a set percentage of the ongoing liability (for example, 50%). If parents do not agree, we will credit payments at 100%.

10 Give details of the non-agency payment(s) you have made.

1 Non-agency payment made to

Reason for non-agency payment

Type of non-agency payment (for example, cash, EFT, transfer of property, provision of service)

Amount/Value

\$

Date paid/provided (DD MM YYYY)

Do both parties agree that this payment can be credited as child support?

No

Yes Agreed percentage

%

Period amount was intended to cover

From (DD MM YYYY)

To (DD MM YYYY)



If you have a receipt, provide a copy.

2 Non-agency payment made to

Reason for non-agency payment

Type of non-agency payment (for example, cash, EFT, transfer of property, provision of service)

Amount/Value

\$

Date paid/provided (DD MM YYYY)

Do both parties agree that this payment can be credited as child support?

No

Yes Agreed percentage

%

Period amount was intended to cover

From (DD MM YYYY)

To (DD MM YYYY)



If you have a receipt, provide a copy.

3 Non-agency payment made to

Reason for non-agency payment

Type of non-agency payment (for example, cash, EFT, transfer of property, provision of service)

Amount/Value

\$

Date paid/provided (DD MM YYYY)

Do both parties agree that this payment can be credited as child support?

No

Yes Agreed percentage

%

Period amount was intended to cover

From (DD MM YYYY)

To (DD MM YYYY)



If you have a receipt, provide a copy.

4 Non-agency payment made to

Reason for non-agency payment

Type of non-agency payment (for example, cash, EFT, transfer of property, provision of service)

Amount/Value \$

Date paid/provided (DD MM YYYY)

Do both parties agree that this payment can be credited as child support?


No

Yes Agreed percentage %

Period amount was intended to cover

From (DD MM YYYY)

To (DD MM YYYY)

 If you have a receipt, provide a copy.

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

Privacy notice

11 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 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

Declaration


12 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)

Returning this form

Return this form and a copy of any supporting documents:

- online**, sign in to your Child Support online account through myGov or the myGov app and upload by selecting Upload documents. Select document type 'Extraordinary payment'.
- by post to
 - Services Australia
 - Child Support
 - GPO Box 9815
 - CANBERRA ACT 2610
- by fax to 1300 309 949

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