

We are considering changing your child support assessment (CS2898)

When to use this form



When Services Australia has information that suggests the financial circumstances of parents are not accurately reflected in their child support income amount, we may change the assessment.

We are considering changing your child support assessment to the amount shown in the attached letter. We have sent this form and the attached letter to you and the other parent so you can give us information about your circumstances.

Complete this form to tell us your financial details and help us make a decision.

We may share this information

We are legally required to provide a copy of your response to the other party. This does not require your consent. Call us or provide details on a separate page if you have any concerns that your health or safety, or the health or safety of another person, may be at risk if personal information is exchanged.

To protect the privacy of yourself and others, make sure that the evidence you provide is related to your response. Consider if you need to include personal information about yourself or third parties, such as:

- address details
- email addresses
- telephone numbers
- details (for example, registration numbers) that identify any vehicles
- the name, ABN and street address of employers
- any other information regarding a residence, business, place or locality that could be used to identify the whereabouts of yourself or a third party.

If you include any of the above information in your response, it may be exchanged with the other party.

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.

Important information

What happens after we receive your response?

A copy of the financial information pages of this form and all supporting documents will be sent to the other parent. The **confidential details** pages will not be exchanged **at this stage** of the process. If the decision is appealed to the Administrative Review Tribunal, a copy of the confidential details pages **will** be given to the other party at that time.

Call us or provide details on a separate page if you have any concerns that your health or safety, or the health or safety of another person, may be at risk if personal information is exchanged.

If you have included information about or from third parties, you must seek permission before giving us their information.

If the other parent responds, you will be sent a copy of their completed financial information and any supporting documents.

An open exchange of information means both parents have the opportunity to respond and comment on the information before it is used by the decision maker.

We will make a decision based on the information we already have and on any information provided by you, the other parent or a third party. We will send you a written copy of our decision.

Can you stop us from changing your assessment?

If you and the other parent both agree (and the receiving parent is not receiving an income tested pension, benefit or allowance), together you can choose to stop the change of assessment. Call us on **131 272**.

Where parents can agree on a fair amount of child support, we encourage you to make a Child Support Agreement. Prior to us making a decision to change the assessment, we may accept a Child Support Agreement if it is fair, based on the circumstances of the case. If parents cannot agree on a fair amount of child support, we will determine whether to change the assessment.

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 to support this objection 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'.



child support

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Your confidential details

1 Your Customer Reference Number or Case ID (if known)

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2 Your name

Family name

First given name

Second given name

3 Your date of birth (DD MM YYYY)

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4 Your permanent address

Postcode

5 Your postal address (if different to above)

Postcode

6 Your contact details

Your contact phone number (including area code)

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Email



CSP0CS2898 2606

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7 Your name

Family name

First given name

Second given name

8 Other parent's name

Family name

First given name

Second given name

9 Are you the natural or adoptive parent of the children in the assessment?

No ☐ We are not authorised to collect or pass on financial information of a third party carer (for example, grandparent)

Go to 27

Yes ☐ *Go to next question*

Your income details

Income is not restricted to taxable income and includes any money received, earned or derived for personal use or benefit, or any periodic payment by way of gift or allowance.

Salary sacrifice or salary packaging includes any benefit 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).

Government payments include Centrelink and Department of Veterans' Affairs pensions, benefits, allowances and income support payments (for example, Family Tax Benefit). If you participate in the National Disability Insurance Scheme (NDIS), **do not include** any NDIS payment you receive.

Interest and dividends include any income you receive from cash deposits, shares, managed investments and forestry managed investment schemes.

Foreign income includes any income you receive from outside Australia.

Regular payments include compensation and rehabilitation payments, allowances, or gifts.

Other income includes any other income you receive that is not listed below (for example, personal income derived from self employment or royalties).

10 Do you receive **income** from any of the following?

Complete the gross income amount (income you earned before tax) **or** the net income amount (income you earned after tax) for each item that applies to you.

Show the total amount per week, fortnight, month or year, including any one-off or irregular payments.

Salary or wage (including allowances)

Gross (before tax)	Net (after tax)
\$ per	\$ per

Termination payments (including superannuation payments)

Gross (before tax)	Net (after tax)
\$ per	\$ per

Government payments

Gross (before tax)	Net (after tax)
\$ per	\$ per

Interest and dividends

Gross (before tax)	Net (after tax)
\$ per	\$ per

Business income

Gross (before tax)	Net (after tax)
\$ per	\$ per

Trust distribution

Gross (before tax)	Net (after tax)
\$ per	\$ per

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Partnership distribution

Gross (before tax)	Net (after tax)
\$ per	\$ per

Rental property income

Gross (before tax)	Net (after tax)
\$ per	\$ per

Sale of property

\$	\$
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Compensation or rehabilitation payments

(including lump sum payments)

Gross (before tax)	Net (after tax)
\$ per	\$ per

Superannuation payments

(Do **not** include amounts released as part of the first home super saver scheme)

Gross (before tax)	Net (after tax)
\$ per	\$ per

Reportable superannuation contributions

Gross (before tax)	Net (after tax)
\$ per	\$ per

Periodical payments by way of gift or allowances

\$ per	\$ per
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Reportable fringe benefits

Gross (before tax)	Net (after tax)
\$ per	\$ per

Target foreign income

Gross (before tax)	Net (after tax)
\$ per	\$ per

Royalties

Gross (before tax)	Net (after tax)
\$ per	\$ per

Other income

\$ per	\$ per
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Give details of the source of this income

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Provide current supporting documents.
Remove **all** personal details you do not want the other party to see.

11 Do you receive a trust distribution?

No ☐ Go to next question

Yes ☐ What is the name of the trust?

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

Your expenses

12 What are your current personal expenses?

Do not include expenses that are related to the operation of a business, company, trust or the superannuation guarantee payments paid by your employer.

If your expenses are shared, only provide the portion of those expenses that are incurred by you (for example, you contribute 50% towards the cost of electricity). The electricity bill averages \$100 per month, so your share will be \$50.

Complete the amount for each item that applies to you.
Show the total amount per week, fortnight, month or year.

Mortgage repayments	\$ per
Other loan repayments	\$ per
Credit Card payments	\$ per
Rent or board	\$ per
Rates	\$ per

Utilities

Electricity	\$ per
Phone	\$ per
Gas	\$ per
Other	\$ per

Transport costs

Fuel	\$ per
Vehicle registration	\$ per
Insurance	\$ per
Other running expenses	\$ per
Fares	\$ per

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Living costs

Food	\$	per
Clothing	\$	per
Personal	\$	per
Medical insurance and bills	\$	per
Education expenses	\$	per
Other	\$	per



Provide current supporting documents.
Remove **all** personal details you do not want the other party to see.

Your assets and liabilities

13 Do you have any cash assets?

Do not include an account used exclusively for funding from the National Disability Insurance Scheme.

No ☐ Go to next question

Yes ☐ Give details below

1 Type of account (for example, savings account)

Name of bank, building society or credit union

Branch number (BSB)

Account number (this may not be your card number)

Balance

Joint account?

No ☐

Yes ☐ Your share

2 Type of account (for example, savings account)

Name of bank, building society or credit union

Branch number (BSB)

Account number (this may not be your card number)

Balance

Joint account?

No ☐

Yes ☐ Your share

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14 Do you own, partly own or have a financial interest in any property assets?

No ☐ Go to next question

Yes ☐ Give details below

1 Type of property (for example, family home)	
Address of property	
Postcode	
Current market value	Amount owed
\$	\$
Minimum monthly repayment	\$
Joint ownership?	
No ☐	
Yes ☐ Your share %	
Is the property mortgaged?	
No ☐	
Yes ☐ Provide the name of the financial institution or bank	

2 Type of property (for example, family home)	
Address of property	
Postcode	
Current market value	Amount owed
\$	\$
Minimum monthly repayment	\$
Joint ownership?	
No ☐	
Yes ☐ Your share %	
Is the property mortgaged?	
No ☐	
Yes ☐ Provide the name of the financial institution or bank	

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

15 Do you own, partly own or have a financial interest in any motor vehicles, motorcycles or trailers?

No ☐ Go to next question

Yes ☐ Give details below

1 Type of asset (for example, car)		Make (for example, Holden)
Model (for example, Astra)	Year	
Current market value	Amount owed	
\$	\$	
Minimum monthly repayment		
\$		
Joint ownership?		
No ☐		
Yes ☐ Your share %		
Is there a loan attached to this asset?		
No ☐		
Yes ☐ Provide the name of the financial institution or bank		

2 Type of asset (for example, car)		Make (for example, Holden)
Model (for example, Astra)	Year	
Current market value	Amount owed	
\$	\$	
Minimum monthly repayment		
\$		
Joint ownership?		
No ☐		
Yes ☐ Your share %		
Is there a loan attached to this asset?		
No ☐		
Yes ☐ Provide the name of the financial institution or bank		

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

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- 16** Do you own, partly own or have a financial interest in any boats, caravans or motor homes?

Do not include a boat, caravan or motor home that is your principal home.

No ☐ Go to next question

Yes ☐ Give details below

1 Type of asset (for example, boat)	Make (for example, Quintex)
Model (for example, Coastrunner)	Year
Current market value	Amount owed
\$	\$
Minimum monthly repayment	\$
Joint ownership?	
No ☐	
Yes ☐ Your share %	
Is there a loan attached to this asset?	
No ☐	
Yes ☐ Provide the name of the financial institution or bank	

2 Type of asset (for example, boat)	Make (for example, Quintex)
Model (for example, Coastrunner)	Year
Current market value	Amount owed
\$	\$
Minimum monthly repayment	\$
Joint ownership?	
No ☐	
Yes ☐ Your share %	
Is there a loan attached to this asset?	
No ☐	
Yes ☐ Provide the name of the financial institution or bank	

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

- 17** What is your estimate of the current market value of your household contents and personal effects?

Current market value

\$

Amount owed

\$

Joint ownership?

No ☐

Yes ☐ Your share

%

- 18** Do you have any superannuation?

No ☐ Go to next question

Yes ☐ Give details below

1 Name of institution or company
Policy number
Non-preserved amount
\$

2 Name of institution or company
Policy number
Non-preserved amount
\$

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

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19 Do you own, partly own or have a financial interest in any shares, bonds or other investments?

No ☐ Go to next question

Yes ☐ Give details below

1 Type of investment

Name of company

Current amount invested

\$

Amount owed on investment loan (if applicable)

\$

Joint ownership?

No ☐

Yes ☐ Your share

%

2 Type of investment

Name of company

Current amount invested

\$

Amount owed on investment loan (if applicable)

\$

Joint ownership?

No ☐

Yes ☐ Your share

%

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

20 Do you have a life insurance policy that includes a savings or investment component?

No ☐ Go to next question

Yes ☐ Give details below

Name of insurance company

Policy number

Surrender value

\$

21 Do you have any **other** assets you have not already advised us about in this form?

No ☐ Go to next question

Yes ☐ Give details below

Type of asset

Value

\$

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

22 Total present value of your assets

\$



Provide current supporting documents.

Remove **all** personal details you do not want the other party to see.

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- 23** In the last 12 months have you given away, sold for less than their market value, or surrendered a right to, any cash, assets, property or income?

Include forgiven loans and shares in private companies.

No ☐ Go to next question

Yes ☐ Give details below

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

- 24** What are your current liabilities?

Complete the **current outstanding** amount for each item that applies to you unless otherwise stated.

a Mortgage (family home)	\$
b Rental property loan(s)	\$
c Personal loan(s)	\$
d Overdraft limit	\$
e Overdraft	\$
f Investment loan(s)	\$
g Credit card(s) limit	\$
h Credit card(s)	\$
i Department store card(s) limit	\$
j Department store card(s)	\$
k Taxation debt	\$
l Sub total (a + b + c + e + f + h + j + k)	\$

- 25** Do you have any **other** current outstanding liabilities that you have not already advised us about in this form?

No ☐ Go to next question

Yes ☐ Give details below

Type of liability

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a Limit

\$

b Outstanding amount

\$

If you have more than one **other** current outstanding liability, attach a separate sheet with details.

- 26** What are your total current liabilities?
(24l + 25b)

\$



Provide current supporting documents.

Remove **all** personal details you do not want the other party to see.

Assessment details

- 27** Do you agree or disagree with the change of assessment suggested by the agency in the accompanying letter?

Agree ☐

Disagree ☐

Cross application

- 28** Do you want to make a cross application to have any other reasons considered?

We are making an application to change your child support assessment. You can make your own cross application if you want us to consider other special circumstances that might affect the assessment.

If you make a cross application, the other party will be asked to respond to your cross application in writing.

No ☐ Go to 33

Yes ☐ Go to next question



Provide current supporting documents.

Remove **all** personal details you do not want the other party to see.

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Under Child Support legislation, your circumstances must fall within one or more of the 10 reasons listed below for us to consider a change to your child support assessment.

Tick all that apply

- Reason 1** – The costs of spending time with or communicating with the child(ren) are more than 5% of my adjusted taxable income amount ☐
- Reason 2** – The child(ren) has special needs ☐
- Reason 3** – There are extra costs in caring for, educating or training the child(ren) in the way both parents intended ☐
- Reason 4** – The child(ren) has income, an earning capacity, property or financial resources ☐
- Reason 5** – I have provided money, goods or property for the benefit of the child(ren) ☐
- Reason 6** – The cost of child care for the child(ren) younger than 12 are more than 5% of my adjusted taxable income ☐
- Reason 7** – I have out of the ordinary, necessary expenses to support myself ☐
- Reason 8** – You may apply under either **A, B** or both.
- A** – The assessment does not correctly reflect either parent's income, property or financial resources ☐
- B** – The assessment does not correctly reflect either parent's earning capacity ☐
- Reason 9** – I have a legal duty to support another person ☐
- Reason 10** – I have a responsibility to support a resident child ☐

You may be asked to provide documents and other evidence to support your claims which must also be exchanged with the other party.

[illegible]

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

31 What period do you want considered in your cross application?

From (DD MM YYYY)

To (DD MM YYYY)

32 What change do you think would make the assessment correct?

Tick one only

Increase the annual rate of child support ☐ Increase to

\$ _____ per year

Decrease the annual rate of child support ☐ Decrease to

\$ _____ per year

Unsure ☐

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Privacy notice

33 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

34 I declare that:

- any personal information about a third party is provided with the knowledge of that third party
- I have explained to the third party that:
 - Services Australia may use their personal information for the purposes of my child support assessment
 - the personal information contained in this form or any attachments will be sent to both Services Australia and the other party (parent or non-parent carer) to my child support case
- I have removed all personal details that I do not want the other party to see, including addresses, emails, telephone numbers, or any other information that could be used to identify my whereabouts
- the information I have provided in this form is complete and correct.

I understand that:

- additional consent is not required to exchange this response with supporting evidence
- a copy of the confidential details pages **will** be given to the other party if the decision is appealed to the Administrative Review Tribunal
- I should notify as soon as possible if I have concerns that my health or safety, or the health and safety of another person, may be at risk if personal information is exchanged
- Services Australia can make relevant enquiries to make sure I receive the correct entitlement
- giving false or misleading information is a serious offence.

☐ I have read, understood and agree to the above.

Your signature



Date (DD MM YYYY)

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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 'Change of assessment form/evidence'.
- 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.