

Joint election to stop a change to your child support assessment being initiated (CS2899)

When to use this form



Use this form to elect to stop Services Australia initiating a change to the child support assessment.

We will notify both parties that the election has been accepted and stop the change to the assessment which we have initiated.

We will notify both parties that the election has not been accepted. We will then decide whether a change to the assessment should be made.

Important information

We cannot accept the election if the receiving parent receives an income tested pension, allowance or benefit.

Once we have formally accepted the election it cannot be withdrawn. Usually we will make a decision on the election within a few days of receiving it. However, if the election has not yet been accepted, either party may withdraw it. If you want to withdraw your election, and wish to find out whether or not it has been accepted, contact us on **131 272**.

Online services



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 it to your Child Support online account.

Filling in this form

You can complete this form on your computer, print and sign it.

If you have a printed form:

Step 1 Use black or blue pen.
Print in BLOCK LETTERS.

Step 2 Sign and date the Declaration on page 3.

Step 3 Return this form. If this form is not signed, is incomplete or missing information, it could result in delays to your assessment, or it may be returned to you.

For more information



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

We can translate documents you need for this assessment for free.

To speak to us in your language, call **131 450**.

Call charges may apply.



If you have a hearing or speech impairment, you can contact the **TTY service** on Freecall™ **1800 810 586**. A TTY phone is required to use this service.

Paying parent's details

This section collects the personal details of the paying parent (for example, the parent required to pay child support).

1 Paying parent's Customer Reference Number

 - - -

2 Paying parent's name

Mr Mrs Miss Ms Other

Family name

First given name

Second given name

3 Paying parent's date of birth

 / /

4 Paying parent's permanent address

Postcode

5 Paying parent's postal address (if different to above)

Postcode

6 Paying parent's contact details

Home phone number ()

Mobile phone number

Work phone number ()

Email

Receiving parent's details

This section collects the personal details of the receiving parent (for example, the parent entitled to receive child support).

7 Receiving parent's Customer Support Reference Number

 - - -

8 Receiving parent's name

Mr Mrs Miss Ms Other

Family name

First given name

Second given name

9 Receiving parent's date of birth

 / /

10 Receiving parent's permanent address

Postcode

11 Receiving parent's postal address (if different to above)

Postcode

12 Receiving parent's contact details

Home phone number ()

Mobile phone number

Work phone number ()

Email

Privacy notice

13 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 need to 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 servicessaustralia.gov.au/privacy

Declaration

- 14** If only one parent signs this form, Child Support will contact the other parent to discuss the proposed election.

I elect to:

- stop Child Support from initiating a change to the child support assessment.

I declare that:

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

I understand that:

- Child Support will not accept the election if the receiving parent is receiving an income tested pension, benefit or allowance.
- Child Support can make relevant enquiries to make sure I receive the correct entitlement.
- giving false or misleading information is a serious offence.

Paying parent's signature



Date

/ /

Receiving parent's signature



Date

/ /

Returning this form

Return this form and a copy of any supporting documents:

- **online** – sign in to your Child Support online account or Express Plus Child Support mobile app and upload by selecting Upload documents.
- by fax to: **1300 309 949**
- by post to: Services Australia
Child Support
GPO Box 9815
MELBOURNE VIC 3001

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