

child support

When to use this form



Use this form **only** if you are a non-parent carer and applying for child support from one or both parents.

If an application for a child support assessment is made in relation to a child, Services Australia needs additional information to help progress the claim. This is to make sure the persons who are being assessed for the costs of the child(ren) are the parents of the child(ren).

International customers

You can contact a person listed under 'Authorised persons' (at the end of this form) as a witness at the nearest Australian Embassy, High Commission or Consulate.

The persons listed as authorised persons must be registered or hold the relevant position in Australia.

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.

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.

Parent(s) details

You must be certain that the person(s) you are naming as the parent(s) is/are in fact named in the register of births for the child(ren) as a parent. This means you have either:

- sighted a full copy of the child(ren)'s birth certificate and confirmed the person(s) is/are named as a parent(s), **or**
- confirmed with Births, Deaths and Marriages that the person(s) is/are named as a parent(s) for the child(ren) in the register.

7 Give details of the parent(s)

1 Family name

First given name

Second given name

2 Family name

First given name

Second given name

Privacy notice

8 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 servicesaustralia.gov.au/privacy

Declaration

9 Penalty for false declaration

A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years — see section 11 of the *Statutory Declarations Act 1959*.

Chapter 2 of the Criminal Code applies to all offences against the *Statutory Declarations Act 1959* — see section 5A of the *Statutory Declarations Act 1959*.

I make the following declaration under the *Statutory Declarations Act 1959*:

- I have applied to Services Australia for child support.
- I am not a parent of the child(ren) named in question 6.
- the parent(s) of the child(ren) named in question 6 is/are registered with Births, Deaths and Marriages (or a register of births in a reciprocating jurisdiction).
- the information I have provided in this form is complete and correct.

I understand that:

- a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959* and I believe that the statements in this declaration are true.
- giving false or misleading information is a serious offence.

Your signature must be witnessed by an authorised person.
For a full list of authorised persons, see page 4.

Signature of person making the declaration



Declared at (place)

On the day of 20

10 Authorised person

Make sure you have read the **Privacy and your personal information** at question 8 before you complete and sign this.

Before me

Signature of authorised person



Full name of authorised person

Qualification of authorised person

Address of authorised person

Postcode

Regulation 7 of the *Statutory Declarations Regulations 2018* provides that only the following persons may witness this statutory declaration:

- (1) a person who is enrolled on the roll of the Supreme Court of a state or territory, or the High Court of Australia, as a legal practitioner (however described).
- (2) a person who, under a law of the Commonwealth, a state or territory, is currently licensed or registered to practice in Australia in an occupation listed below:
 - Architect
 - Chiropractor
 - Dentist
 - Financial adviser or financial planner
 - Legal practitioner
 - Medical practitioner
 - Midwife
 - Migration agent registered under Division 3 of Part 3 of the *Migration Act 1958*
 - Nurse
 - Occupational therapist
 - Optometrist
 - Patent attorney
 - Pharmacist
 - Physiotherapist
 - Psychologist
 - Trade marks attorney
 - Veterinary surgeon.
- (3) a person who is listed below:
 - Accountant who is:
 - (a) a fellow of the National Tax Accountants' Association, or
 - (b) a member of any of the following:
 - i. Chartered Accountants Australia and New Zealand
 - ii. the Association of Taxation and Management Accountants
 - iii. CPA Australia
 - iv. the Institute of Public Accountants
 - Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
 - APS employee engaged on an ongoing basis with 5 or more years of continuous service
 - Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
 - Bailiff
 - Bank officer with 5 or more years of continuous service
 - Building society officer with 5 or more years of continuous service
 - Chief executive officer of a Commonwealth court
 - Clerk of a court
 - Commissioner for affidavits
 - Commissioner for declarations
 - Credit union officer with 5 or more years of continuous service
 - Employee of a Commonwealth authority engaged on a permanent basis with 5 or more years of continuous service
 - Employee of the Australian Trade and Investment Commission who is:
 - (a) in a country or place outside Australia, and
 - (b) authorised under paragraph 3(d) of the *Consular Fees Act 1955*, and
 - (c) exercising the employee's function at that place
 - Employee of the Commonwealth who is:
 - (a) at a place outside Australia, and
 - (b) authorised under paragraph 3(c) of the *Consular Fees Act 1955*, and
 - (c) exercising the employee's function at that place
 - Engineer who is:
 - (a) a member of Engineers Australia, other than at the grade of student, or
 - (b) a Registered Professional Engineer of Professionals Australia
 - (c) registered as an engineer under a law of the Commonwealth, a state or territory, or
 - (d) registered on the National Engineering Register by Engineers Australia
 - Finance company officer with 5 or more years of continuous service
 - Holder of a statutory office
 - Judge
 - Justice of the peace
 - Magistrate
 - Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*
 - Master of a court
 - Member of the Australian Defence Force who is:
 - (a) an officer, or
 - (b) a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service, or
 - (c) a warrant officer within the meaning of that Act
 - Member of Australasian Institute of Mining and Metallurgy
 - Member of the Governance Institute of Australia Ltd
 - Member of:
 - (a) the Parliament of the Commonwealth, or
 - (b) the Parliament of a state, or
 - (c) a territory legislature, or
 - (d) a local government authority
 - Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*
 - Notary public, including a notary public (however described) exercising functions at a place outside:
 - (a) the Commonwealth, and
 - (b) the external territories of the Commonwealth
 - Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public
 - Permanent employee of:
 - (a) a state or territory or a state or territory authority, or
 - (b) a local government authoritywith 5 or more years of continuous service
 - Person before whom a statutory declaration may be made under the law of the state or territory in which the declaration is made
 - Police officer
 - Registrar, or Deputy Registrar, of a court
 - Senior executive service employee of a Commonwealth authority
 - Senior executive employee of a state or territory
 - SES employee of the Commonwealth
 - Sheriff
 - Sheriff's officer
 - Teacher employed on a permanent full-time basis or a part-time basis at a school or tertiary education institution.