

YAVAPAI COUNTY
Self-Service Center

**INSTRUCTIONS AND FORMS TO MODIFY (CHANGE) SUPPORT AMOUNT
SPOUSAL MAINTENANCE OR CHILD SUPPORT
(Standard Process)**

CHECKLIST

USE THE FORMS AND INSTRUCTIONS in this packet only if the following factors apply to your situation:

THERE MUST BE A SUBSTANTIAL AND CONTINUING CHANGE IN YOUR CIRCUMSTANCES WHICH YOU BELIEVE REQUIRES A CHANGE IN YOUR SUPPORT ORDER.

A. FOR SPOUSAL SUPPORT (ALIMONY)

- ✓ You have a spousal support order from Arizona **AND**
- ✓ You want to change spousal support **AND**
- ✓ **YOU DID NOT SIGN AN AGREEMENT STATING THAT SPOUSAL MAINTENANCE COULD NOT BE CHANGED.**

B. FOR CHILD SUPPORT

- ✓ You have a child support order from Yavapai County **AND**
- ✓ You completed a Parent's Worksheet for Child Support Amount **AND** Item 31 on the Parent's Worksheet indicates that the amount of child support that should be paid varies less than 15% from the amount of your current order.

DO NOT USE THESE FORMS IF:

- × **YOUR ORDER IS FOR CHILD SUPPORT FROM ANOTHER COUNTY IN ARIZONA.**

IF YOU WANT TO MODIFY CHILD SUPPORT AND HAVE THE MATTER DECIDED IN YAVAPAI COUNTY, YOU MUST FIRST REQUEST A TRANSFER OF THE ENTIRE CASE FROM THE CURRENT COUNTY TO YAVAPAI. The Request for Transfer and Request to Modify Support are filed in the other county. If the case is transferred to Yavapai County, the modification will be handled in Yavapai County, even though it was filed in another county.

IF YOU ARE NOT SURE WHETHER THESE FORMS AND INSTRUCTIONS APPLY TO YOUR SITUATION, SEE A LAWYER FOR HELP.