

INSTRUCTIONS FOR COMPLETING THE ORDER FOR MODIFICATION OF CHILD SUPPORT

NOTE: THE MAJORITY OF THE INFORMATION REQUIRED FOR THIS FORM WILL BE FOUND ON YOUR ORIGINAL ORDER FOR DISSOLUTION OF MARRIAGE, OR ORDER OF CHILD CUSTODY AND SUPPORT, OR THE MOST RECENT ORDER FOR MODIFICATION OF CHILD SUPPORT, OR THE CURRENT COMPLAINT FOR MODIFICATION OF CHILD SUPPORT. IT IS IMPORTANT THAT THE INFORMATION IN THIS ORDER MATCHES THE INFORMATION IN THE MOST RECENT CHILD SUPPORT ORDER.

HEADING:

- a. Choose the county in the drop down box below the first blank. This is where the original action was filed.
- b. Enter the name of the plaintiff in the original action.
- c. Enter the name of the defendant(s) in the original action.
- d. Enter the case number that was assigned to the original action.

The diagram shows the heading section of the form. Callout 'a' points to a dropdown menu labeled 'Choose the county'. Callout 'b' points to a text box for the plaintiff's name. Callout 'c' points to a text box for the defendant's name. Callout 'd' points to a text box for the case number. The form text includes: 'IN THE DISTRICT COURT OF _____ COUNTY, NEBRASKA', '(county where the original action was filed) Choose the county', 'Plaintiff, _____ Case No. _____', 'VS.', 'Defendant(s). _____', and 'ORDER FOR MODIFICATION (CHILD SUPPORT)'.

BODY OF DECREE

(These paragraphs do not have numbers assigned to them)

- a. Enter the name of the county where the original action was filed
- b. Enter the date of this court hearing.
- c. Check the box that matches if you were the plaintiff or the defendant in the original action.

The diagram shows the body of decree section. Callout 'a' points to a checkbox for 'plaintiff s.'. Callout 'b' points to a text box for the date of the hearing. Callout 'c' points to a checkbox for 'defendant's Complaint'. Callout 'd' points to a text box for the name of the other party. The form text includes: 'This matter came before the _____ County District Court', '(county where the original action was filed)', 'on _____ for a hearing on the _____', '(date of the hearing)', '_____ plaintiff s.', '_____ defendant's Complaint for Modification of Child Support.', and '_____ (name of other party)'.

The **judge will complete the information for** if the other party was present, if they were represented by counsel and the name of the counsel representing them.

_____ was, was not present and _____ was, was not represented by counsel _____

The numbers below give instructions for completing the paragraphs that have the same numbers on the Order. **In the "Findings of Facts" Section:**

- Paragraph 1.
 - a. Check the box that matches if you were the plaintiff or the defendant in the original action.
 - b. Enter the date that you filed the Complaint for Modification of Child Support.

The diagram shows paragraph 1 of the findings of facts section. Callout '1' points to the number '1.'. Callout 'a' points to a checkbox for 'plaintiff' or 'defendant'. Callout 'b' points to a text box for the date filed. The form text includes: '1. The _____ plaintiff _____ defendant filed the Complaint for Modification of Child Support on _____'.

Paragraph 2. c. Check the box that matches if the other party was the plaintiff or the defendant in the original action.

d. Enter the date that the other party was served with the copy of the Complaint or the court will enter the date that the other party entered a voluntary appearance.

2. plaintiff defendant:
 was personally served with a copy of the Complaint on _____
OR
 signed a Voluntary Appearance which was filed with the court on _____
(The clerk of the district court will enter this date)

Paragraph 4.

- e. Enter the number of children born to you and the other party.
- f. Enter the date of the most recent order setting child support.
- g. Enter the name of the person who was ordered to pay child support.
- h. Enter the name of each child that support is being paid for and their year of birth.
 - 1. **if additional space is needed, check the box next to "Additional children are listed on a separate page" and list the name of additional children and their year of birth on another page.

4. The parties have _____ child(ren) whose welfare is affected by this modification. (number of children)
On _____ the court ordered _____ (name of payor) to pay child support for the below listed child(ren):
_____, born _____
(Name of child) (Child's year of birth)
_____, born _____
(Name of child) (Child's year of birth)
_____, born _____
(Name of child) (Child's year of birth)
_____, born _____
(Name of child) (Child's year of birth)
 Additional children are listed on a separate page.

- i. Enter the month and year listed on the most recent order setting child support that the child support obligation became effective.
- j. If support was ordered for more than one child, list the amount of support ordered, and then list the amount of support ordered after each child turns 19, dies, enters the military, or is otherwise emancipated. This calculation should be in the original support order.

Pursuant to the Nebraska Child Support Guidelines, child support payments were to begin on the 1st day of _____, and continue (month and year the most recent order setting child support became effective) on the first day of each subsequent month thereafter in the amounts set forth:
_____ per month for _____ children (support amount) (number of children)
_____ per month for _____ children (support amount) (number of children)
_____ per month for _____ children (support amount) (number of children)
_____ per month for one child (support amount)

Paragraph 5. Check the boxes next to the party who has had the change in their circumstances.

5. There has been a material change in the plaintiff's, defendant's

Paragraph 7. The court will complete this section.

In the “Order” Section:

Paragraph 1. The judge will complete the blank indicating the date the modified child support will begin.

If you are able to do a child support calculation based upon the Child Support Guidelines, you can complete the amount of child support to be paid per month for the appropriate number of children. The child support worksheet must be presented to the judge at the time of the hearing.

_____ per month for _____ children
(support amount) (number of children)

_____ per month for _____ children
(support amount) (number of children)

_____ per month for _____ children
(support amount) (number of children)

_____ per month for one child
(support amount)

You must complete the “Child Support Worksheet” and give it to the judge at the time of the final hearing.

Paragraph 4. You will not need to complete this paragraph. The judge will complete all necessary items.

Paragraph 5. You will not need to complete this paragraph. The judge will complete the necessary item.

FINAL SIGNATURE

If the court approves the Modification of Child Support, the judge will date and sign the Order.

The Order must be filed with the clerk of the court before the modification can be finalized. You should check with the clerk’s office after the hearing to update or provide any information necessary, including information for child support.