



# CHILD SUPPORT

# CHANGING AN ORDER THAT IS ALREADY IN PLACE

**Child support** regulations depend on the state that issued the order. This factsheet explains how to modify an order in Maryland, unless an out of state order has been transferred for collection purposes. **This is not legal advice.** Please consult an attorney about your particular situation.

## CAN YOU MODIFY IT?

- Has your income, the other parent's income, or both changed considerably (new job, promotion, job loss)?
- Have the expenses for the child changed a lot (started or stopped day care, significant medical expenses like braces?)
- Was the child living with one parent most of the time and is now living with the other or splitting time?
- Has it been 3 years since the order was entered?

**If you have not said yes to at least one of these questions**, you cannot modify your child support order.

Check out the child support calculator to determine what impact a change might have:

<http://www.dhr.state.md.us/CSOCGuide/App/disclaimer.do>

## THE PROCESS

If you think you may have an **open** custody, visitation, or child support case already, or if you have back due child support, the process will be different. Please consult an attorney.

### Fill out the forms:

You need 3 forms and a \$36 filing fee. File at the circuit court in the county that ordered the support.

1. The modification form - <https://www.courts.state.md.us/sites/default/files/court-forms/ccdr006.pdf>
2. The short financial statement - <https://www.courts.state.md.us/sites/default/files/import/family/forms/ccdr030.pdf>
3. And the court's cover sheet for family law cases - <https://www.courts.state.md.us/sites/default/files/import/courtforms/circuit/ccdcm001.pdf>

### Pick a way to serve the other parent:

- Sheriff - \$40 for the sheriff to hand deliver
- Certified mail – This is not a good choice if the other parent won't sign for it or won't pick up their mail
- Personal service – a friend, family member (free), or a professional process server (\$80 on up) hand deliver the paperwork.

Once served, the other person has 30 days to respond. If they don't, you can file a request for a default. The court will set a hearing date if the other person answers or if you request a default. Show up for the hearing with proof of income and expenses for the child (especially if you are claiming those have changed).

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## THE BIGGEST CHALLENGE

### Can you get a valid address for the other parent?

This is the biggest challenge to changing the child support order. You need a good address where the other parent can be found to move the case forward.

Contact family and friends, use Facebook, look at case search (<http://casesearch.courts.state.md.us/>) to see where they might be living. If you have a good address for other relatives that may be a place to start.

To speak to an attorney about your situation, call the Family Law Hotline at 1(800) 845-8550

To view the court forms pertaining to child support, custody, and visitation, visit <https://www.courts.state.md.us/family/formsindex#domesticrelations>

To learn more visit the legal self-help website, [www.peoples-law.org/cat/family-law/](http://www.peoples-law.org/cat/family-law/)