

SELF HELP, INC.
HOME ENERGY ASSISTANCE PROGRAM (HEAP)

Child Support/Alimony Documentation Form

Applicant Name: _____ **Application #:** _____

If your household receives child support or alimony (spousal support), please complete this form and return it **with the required supporting documentation** to **Self Help, Inc.**

I, _____, (Applicant) understand that I will be held liable if I have misstated or understated in any way the child support/alimony my household receives.

Please provide the following information grouped by the person providing the household child support/alimony.

Noncustodial Parent/Ex-Spouse #1

Name of noncustodial parent or ex-spouse providing the support: _____
Name of child(ren): _____, _____, _____, _____
<input type="checkbox"/> The household has NOT received any child support/alimony since _____.
OR
<input type="checkbox"/> The household has NEVER received child support/alimony.
OR
<input type="checkbox"/> The household DOES receive child support/alimony. The amount received: \$_____ (circle one) weekly/bi-weekly/monthly.
Is the Applicant the adult household member that receives this support? <input type="checkbox"/> Yes <input type="checkbox"/> No
If no, name of other household adult receiving support: _____

Noncustodial Parent/Ex-Spouse #2

Name of noncustodial parent or ex-spouse providing the support: _____
Name of child(ren): _____, _____, _____, _____
<input type="checkbox"/> The household has NOT received any child support/alimony since _____.
OR
<input type="checkbox"/> The household has NEVER received child support/alimony.
OR
<input type="checkbox"/> The household DOES receive child support/alimony. The amount received: \$_____ (circle one) weekly/bi-weekly/monthly
Is the Applicant the adult household member that receives this support? <input type="checkbox"/> Yes <input type="checkbox"/> No
If no, name of other household adult receiving support: _____

For each source of child support/alimony, one of the following documents is required:

- a.) Copies of canceled child support/alimony **checks or money orders** from source;
- b.) Copy of the **court order** or **divorce decree** that indicates the amount paid and how often it's paid;
- c.) Copy of an attorney of record or legal agency **letter** representing the Applicant that indicates the amount paid and how often it's paid;
- d.) **A letter** from support source;
- e.) **Mortgage/rent paid** in lieu of, or in addition to child support/alimony is countable income. A copy of the court order, decree or other legal document specifying the amount and frequency of such payments if required; or,
- f.) **Department of Revenue Child Support Enforcement Division** (1-800-332-2733) payment history.

Signature _____ Date _____