

amount and the court cannot hear the case for several months, when it is heard, the court may retroactively change the obligation effective the date the notice of your petition was given to the other party. Likewise, if the FOC files a petition as a result of your request for a review, the court may only change the amount retroactively to the date the petition was filed by the FOC, not the date you requested the review.

**How to Contact
the Support Review Unit**

1. **By Email.** Our email address is:

foc.mail@kentcountymi.gov.

2. **In writing.** You can correspond with us by mail. Our mailing address is:

Kent County Friend of the Court
PO Box 351
Grand Rapids, MI 49501-0351

3. **By phone.** To have your general questions answered please call:

(877) 543-2660

If you have more specific questions, you will be transferred to the appropriate staff member in the Support Review Unit.



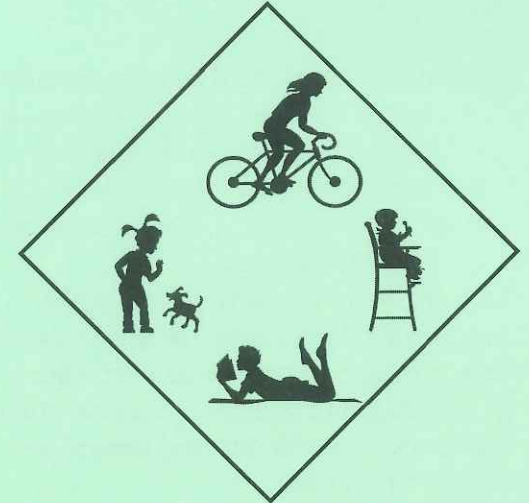
Kent County Friend of the Court
82 Ionia Avenue NW, Suite 200
Grand Rapids, MI 49503

Phone: 877-543-2660

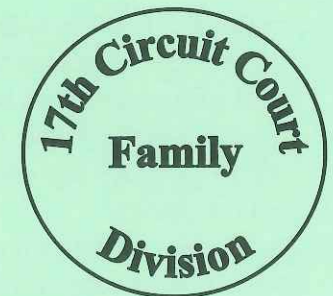
Fax: 616-632-6871

Email: Web: www.accesskent.com/foc

**How to Change the Amount
of Child Support you are
Paying/Receiving**



Friend of the Court
“For Our Children”



2016

How to Change the Amount of Child Support you are Paying/Receiving

Your court ordered child support remains in effect until changed by a new order. It is important to note that if circumstances change and the current support amount is no longer appropriate, it is your responsibility to seek the change.

There are a number of ways to ask the court to consider a change to your support. These processes can be used to change a current order, not to establish a new order or to change the amount paid toward arrearages. These are:

1. Submit a written request to the Friend of the Court for a review, no more than once every 3 years from the date of the last review, unless there has been a significant change of circumstances. You will need to provide verification of the change.
2. File an In Pro Per petition with the court. Forms are available at the Friend of the Court office, online at access-kent.com/foc, or at the Legal Assistance Center if you are representing yourself in the action.
3. Retain an attorney to petition the court for a change to your support amount.

Frequently Asked Questions

When should I file a petition on my own or through my attorney rather than just ask for a review?

If it has been less than 3 years since the last review, your circumstances have not changed significantly since the last review or FOC has denied your request for an income review, you have the option of filing a petition with the court. You may file an In Pro Per petition with the Circuit Court Clerk or retain an attorney. There are filing fees associated with filing a motion. However, under certain conditions, those fees may be waived.

Will the amount of support automatically be changed in the direction (increase/decrease) I am asking for?

There is no guarantee the support will change in the direction you would like. The Michigan Child Support Formula will be applied and it could result in a recommendation that the amount increase, decrease, or remain the same.

Can the childcare contribution be reviewed without reviewing the child support and healthcare?

In reviewing support, the FOC must review child support, childcare, and health care provisions each and every time. All three are part of the Michigan Child Support For-

mula, and all are considered in the calculation.

I requested a review of my child support but there has been no action yet. Why?

We try to complete reviews as quickly as possible, but the process does take time. If you have not been contacted within 1 month of submitting your request, please contact the Income Review Unit. It may take 3 months for your review to be completed.

I filed an In Pro Per petition and it was dismissed and returned to me. What do I do now?

Check the instructions you were given with the In Pro Per petition. The most common reason for dismissal is that instructions were not followed. For example, proof of income was not attached, or you did not specify a change in circumstances. You must follow the instructions completely for the petition to be considered. Once you have identified what the problem was, you may re-file, but you will have to pay the filing fee again.

What is the importance of preserving the date of petition?

Under Michigan Law (MCL 552.603), your child support cannot be retroactively modified except when there is a pending petition. In other words, if you have filed a petition for a change in your support