

STATE OF NORTH CAROLINA

Court File No.

County

In The General Court Of Justice
District Court Division

Name Of Plaintiff

Name Of Defendant

COVER SHEET
FOR CHILD SUPPORT CASES
(NON-IV-D ONLY)

G.S. 50-13.4(h)

- New Child Support Proceeding
Motion for Modification of Child Support Order-Assess Motions Fee
New or Modified Child Support Order

INSTRUCTIONS

INSTRUCTIONS TO PARTIES OR ATTORNEYS:

Unless a complete and current form is on file in this case, this form, along with a Certification Of Identity For Child Support Cases form (AOC-CV-645), a domestic civil action cover sheet, motion cover sheet, or order cover sheet when required, must be completed in non-IV-D child support cases only and filed with the Clerk of Superior Court if:

- you are filing a pleading seeking child support (including complaints, answers, or motions in civil actions for domestic violence, divorce, or child custody that include a request for child support), OR
you are filing a motion to modify an existing child support order, OR
you are submitting a proposed court order (including a voluntary support agreement) establishing or modifying child support.
DHHS is redirecting a IV-D case. NOTE: For redirects, local IV-D office should complete this form and file with the Clerk.

INSTRUCTIONS TO CLERK:

File this form in the court record for all child support cases. After a child support order is entered or modified:

- If support is not paid directly to the obligee, enter this information in the clerk's Support Enforcement System.
If support is paid directly to the obligee (private case), send a copy of this form to the local IV-D office.

PARTY REQUESTING OR RECEIVING CHILD SUPPORT (Custodial Parent or Obligee)

Form fields for Party Requesting or Receiving Child Support: First Name, Middle Or Maiden Name, Last Name, Suffix (Jr., Etc.), Mailing Address, Sex, DOB, Race, and a checkbox for domestic violence risk.

PARTY FROM WHOM SUPPORT IS REQUESTED OR ORDERED (Non-custodial Parent or Obligor)

Form fields for Party from Whom Support is Requested or Ordered: First Name, Middle Or Maiden Name, Last Name, Suffix (Jr., Etc.), Mailing Address, Sex, DOB, Race, and a checkbox for domestic violence risk.

OTHER OR ADDITIONAL PARTICIPANT IN CHILD SUPPORT PROCEEDING

- Custodial Parent
Non-Custodial Parent Or Obligor
Putative Father
Other (specify)

Form fields for Other or Additional Participant: First Name, Middle Or Maiden Name, Last Name, Suffix (Jr., Etc.), Mailing Address, Sex (Complete If No SSN), DOB, Race (Complete If No SSN), and a checkbox for domestic violence risk.

NOTE: List child(ren) for whom support is requested or ordered on reverse side.

Form fields for Name Of Person Completing Form, Telephone Number Of Person Completing Form, and Date.

NOTE: All filings in civil actions shall include as the first page of the filing a cover sheet summarizing the critical elements of the filing in a format prescribed by the North Carolina Administrative Office of the Courts, and the Clerk of Superior Court shall require a party to refile a filing which does not include the required cover sheet. For subsequent filings, the filing party must either include a Child Support (AOC-CV-640), Motion (AOC-CV-752), or Court Action (AOC-CV-753) cover sheet.

CHILD(REN) FOR WHOM SUPPORT IS REQUESTED OR ORDERED

<i>First Name</i>		<i>Middle Name Or Initial</i>		<i>Last Name</i>		<i>Suffix (Jr., Etc.)</i>	
<i>Sex (Complete If No SSN)</i>	<i>DOB</i>	<i>Race</i>	<input type="checkbox"/> <i>Check this box if this child is at risk of child abuse.</i>				
<i>First Name</i>		<i>Middle Name Or Initial</i>		<i>Last Name</i>		<i>Suffix (Jr., Etc.)</i>	
<i>Sex</i>	<i>DOB</i>	<i>Race</i>	<input type="checkbox"/> <i>Check this box if this child is at risk of child abuse.</i>				
<i>First Name</i>		<i>Middle Name Or Initial</i>		<i>Last Name</i>		<i>Suffix (Jr., Etc.)</i>	
<i>Sex</i>	<i>DOB</i>	<i>Race</i>	<input type="checkbox"/> <i>Check this box if this child is at risk of child abuse.</i>				
<i>First Name</i>		<i>Middle Name Or Initial</i>		<i>Last Name</i>		<i>Suffix (Jr., Etc.)</i>	
<i>Sex</i>	<i>DOB</i>	<i>Race</i>	<input type="checkbox"/> <i>Check this box if this child is at risk of child abuse.</i>				
<i>First Name</i>		<i>Middle Name Or Initial</i>		<i>Last Name</i>		<i>Suffix (Jr., Etc.)</i>	
<i>Sex</i>	<i>DOB</i>	<i>Race</i>	<input type="checkbox"/> <i>Check this box if this child is at risk of child abuse.</i>				
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<i>Sex</i>	<i>DOB</i>	<i>Race</i>	<input type="checkbox"/> <i>Check this box if this child is at risk of child abuse.</i>				
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<i>Sex</i>	<i>DOB</i>	<i>Race</i>	<input type="checkbox"/> <i>Check this box if this child is at risk of child abuse.</i>				
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<i>Sex</i>	<i>DOB</i>	<i>Race</i>	<input type="checkbox"/> <i>Check this box if this child is at risk of child abuse.</i>				