

MOTION TO MODIFY CHILD SUPPORT

FORMS

Do not file this page with the court.

MOTION TO MODIFY CHILD SUPPORT FORMS

(These forms shall be used by a person who wants to change a judgment for child support.)

Introduction

These forms are available to you at no cost on the Representing Yourself website. Some courts may provide paper copies of these forms for a fee. Only a lawyer may charge you a fee for preparing these forms. You are required to complete the Litigant Awareness Program on selfrepresent.mo.gov before preparing these forms. Your local court may also have other educational programs available to help you in the preparation of these forms.

General Information about Forms

The forms must be downloaded with Adobe Acrobat Reader or Adobe Acrobat DC to save the information you enter. Adobe Acrobat Reader DC is available for free from the Adobe website. Save the forms before you begin entering information. After you have filled in the forms on your computer, save the information and print the forms to file them with the court.

If you are working on a public computer, **don't save your personal information on the public computer**. Use a USB memory stick or other removable device.

The forms listed below are interactive. If you fill in the forms on your computer, some of the information you enter on one line may automatically transfer to another line. The forms also contain bookmarks that help you to navigate through the forms. In addition, there are "links" embedded in the forms. These links are usually blue and can take you to a related location in the forms or to a related website.

The person who filed the original petition in the case you want to change is the Petitioner. The person who was listed as the Respondent in the original petition in the case you want to change is still the Respondent in the Motion to Modify.

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1. [Motion to Modify Child Support \(Form CAFC102\)](#)

This is the first form you should complete. A Form 14, used to calculate the presumed amount of child support, is included with this form. Directions for using the Form 14 are available at <https://www.courts.mo.gov/file.jsp?id=114614>.

2. [Statement of Income and Expenses \(For use in Modification Cases\) \(Form CAFC150\)](#)

This form requires you to list income and expenses for both you and the other parent.

3. [Statement of Property and Debt \(For use in Modification Cases\) \(Form CAFC140\)](#)

This form requires you to list your property and debt.

4. [Answer to Motion to Modify Child Support \(Form CAFC112-R\)](#)

The other parent may complete this form in response to your motion. A respondent may file this answer with the court if they do not want to be personally served with your motion. By signing this form, the other parent is allowing the court to decide your case. The other parent may also use this form to disagree with your statements on your forms.

5. [Filing Information Sheet \(Form FI-10\)](#)

This form is required by most courts to enter the information about your case into the court's computer system.

6. [Notice of Hearing \(Form CAFC721\)](#)

In Missouri, the circuit court keeps its schedule of hearings, called the docket. Some circuits require a pretrial hearing, case management, or settlement conference before the final hearing. In some

circuits, a litigant will not be placed on the docket automatically, but will need to request a hearing to get on the docket. You should check with your local court to determine how your court schedules its docket.

7. Judgment for Modification of Child Support (Form CAFC172)

This is the proposed judgment you will offer to the court. Different courts handle the preparation of the judgment in different ways. In some courts, the judge will direct you to prepare a judgment, and in other courts, the judge will prepare the judgment.

What do I need to do?

1. Complete the Litigant Awareness Program on selfrepresent.mo.gov. Upon completion, print your Certificate of completion of the Litigant Awareness Program.
2. Completely and fully fill out the seven forms listed above in the Table of Contents.
3. File the following original, signed forms with the court. You should file the forms in the same circuit court where the original Judgment was entered.
 - *Motion to Modify Child Support*
 - *Statement of Income and Expenses (For use in Modification Cases)*
 - *Statement of Property and Debt (For use in Modification Cases)*
 - *Filing Information Sheet*
 - *Family Court Cover Sheet*, if it applies (Check with the court where you file these forms.)
 - *Certificate of completion of Litigant Awareness Program*
 - *Notice of Hearing*
 - *Judgment for Modification of Child Support*
4. You must pay the required filing fee. Check with the circuit court where the original *Judgment* was entered to determine amounts due.
5. Unless the other parent completes and files the *Answer to Motion to Modify Child Support* before being served, you must file a copy of all of the forms listed above with the court. The copies will be used to personally serve the other parent with the forms.
6. If the other parent completes and files the *Answer to Motion to Modify Child Support* before being served, you must provide the other parent or his or her attorney with a copy of all the forms.
7. You should also keep a copy of these forms for your records.
8. You should check with the court clerk where you are filing to see if additional forms are required.