

Court file number

(Name of Court)

Form 15A: Change Information Form

at Court office address

Applicant(s)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Respondent(s)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Assignee (if applicable)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

PART 1 – GENERAL INFORMATION

(This part should be filled out to the best ability of the party asking for a change in an order or support agreement.)

My name is (full legal name)

I live in (municipality & province)

and I that the following is true:

1. I am the applicant respondent

2. The applicant, (applicant's full legal name)

was born on (date of birth)

lives in (municipality & province)

and, at the present time, is married living in a spousal relationship

separated other (specify)

The applicant is the support recipient support payor

3. The respondent, (respondent's full legal name)

was born on (date of birth)

lives in (municipality & province)

and, at the present time, is married living in a spousal relationship

separated other (specify)

The respondent is the support recipient support payor

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4. This order/agreement  has never been assigned  
 has been assigned to  
 the Ontario Ministry of Community and Social Services  
 Ontario Works in *(name of location)* \_\_\_\_\_  
 the municipality of *(name)* \_\_\_\_\_  
 other *(specify)* \_\_\_\_\_

The details of the assignment are: *(Give date of assignment, indicate whether it is still in effect, add any other relevant information known to you and attach a copy of the Confirmation of Assignment Form.)*

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5. The applicant and the respondent:  
 started living together on *(date)* \_\_\_\_\_  
 were married on *(date)* \_\_\_\_\_  
 never lived together  
 separated on *(date)* \_\_\_\_\_  
 were divorced on *(date)* \_\_\_\_\_

6. The following chart gives basic information about the child(ren) in this case:  
*(List all child(ren) involved in this case, even those for whom no support is being claimed.)*

Child's full legal name	Age	Birthdate <i>(d, m, y)</i>	Lives in <i>(municipality &amp; province)</i>	Now living with <i>(name of person and relationship to child)</i>	Support claimed for child? <i>(YES or NO)</i>

7. I attach a copy of the existing  court order  agreement that contains the term(s) to be changed.

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8. The existing custody and access arrangements for the child(ren) are as follows:

Child's name	Custody/Access Arrangement

9. The details of the existing order/agreement with respect to support are as follows:

Date of order or agreement	Present child support payment	Other terms of child support	Present support payment (if any) for spouse
	\$ _____ per _____		\$ _____ per _____

10. The payment status of the existing order/agreement as of today is as follows:

- all payments have been made
- arrears are owing as follows:

Child support owed to recipient	Child support owed to other(s) <i>(such as Ministry of Community and Social Services)</i>	Spousal support owed to recipient	Spousal support owed to other(s) <i>(such as Ministry of Community and Social Services)</i>
\$ _____	\$ _____	\$ _____	\$ _____

**CUSTODY/ACCESS**

*(Complete only if you are asking for a change in an order for custody or access.)*

11. I ask that *(name(s) of party(ies) and/or person(s))* \_\_\_\_\_ have custody of the following child(ren) *(name(s) and birthdate(s) of child(ren))* \_\_\_\_\_

12. I ask that *(name of party)* \_\_\_\_\_ have access to the following child(ren) *(name(s) and birthdate(s) of child(ren))* \_\_\_\_\_  
as follows: *(give details of access)* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OR**

13. I ask that *(name(s) of party(ies) and/or person(s))* \_\_\_\_\_ and \_\_\_\_\_ have joint custody of the following child(ren) *(name(s) and birthdate(s) of child(ren))* \_\_\_\_\_

14. I ask for the following residential/access arrangements for the child(ren): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ *(name(s) and birthdate(s) of child(ren))* \_\_\_\_\_

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15. The order I am asking the court to make is in the best interests of the child(ren) for the following reasons: *(give details)*

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**CHILD SUPPORT**

*(Complete this section only if you are asking for a change in child support.)*

16. I am asking to change the child support in the order/agreement because:

- The order/agreement was made before the applicable Child Support Guidelines came into effect.
- The following change in circumstances has taken place: *(Give details of change in circumstances.)*

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- The parties agree to the termination of the support order/agreement, dated \_\_\_\_\_, for the following child(ren): *(name(s) and birthdate(s) of child(ren))* \_\_\_\_\_, as of *(date)* \_\_\_\_\_.

- Other: *(give details)* \_\_\_\_\_

17. I ask that the child support be changed as follows:

- Since the order/agreement for child support was made, a Notice of Recalculation was issued by the online Child Support Service dated \_\_\_\_\_ *(please attach)*.
- The order/agreement for child support dated \_\_\_\_\_ be terminated for the following child(ren): *(insert name(s) and birthdate(s) of child(ren))* \_\_\_\_\_ effective *(date)* \_\_\_\_\_.
- Based on the payor's income of \$ \_\_\_\_\_ per year, *(name of party)* \_\_\_\_\_ pay child support to *(name of party)* \_\_\_\_\_ in the amount of \$ \_\_\_\_\_ per month for the following child(ren) *(name(s) and birthdate(s) of child(ren))* \_\_\_\_\_

with payments to start on *(date)* \_\_\_\_\_.

- This amount is the table amount listed in the Child Support Guidelines.
- This amount is more than the table amount listed in the Child Support Guidelines.
- This amount is less than the table amount listed in the Child Support Guidelines. *(If this box is checked, you must complete paragraph 18.)*
- Starting on *(date)* \_\_\_\_\_, *(name of party)* \_\_\_\_\_ pay to *(name of party)* \_\_\_\_\_ \$ \_\_\_\_\_ for the following special or extraordinary expenses:

Child's Name	Type of Expense	Total Amount of Expense	Payor's Share	Terms of Payment <i>(frequency of payment, date due, etc.)</i>
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	

- Other: *(give details)* \_\_\_\_\_

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18.  I am asking that child support be changed to an amount that is less than the table amount listed in the Child Support Guidelines. The reason(s) for my request is/are that:
- The parties agree to a different amount.
    - I have attached a separate sheet to this form that explains why this is an appropriate amount of child support.
    - The recipient is getting social assistance payments from a public agency whose consent to this arrangement is needed. I am attaching the agency's consent to this form.
  - As can be seen from paragraphs 6 and 8 above, the parties have shared custody of the child(ren) (*the payor has a child at least 40% of the time*).
    - I have attached a separate sheet to this form that compares the table amounts from the Child Support Guidelines for each of the parties, shows the increased cost of the shared custody arrangement, the financial circumstances of each party and of each child for whom support is claimed.
    - The parties are agreeing to this arrangement and I have attached a separate sheet to this form that explains why this is an appropriate amount of child support.
  - As can be seen from paragraphs 6 and 8 above, custody of the children is split between the parties. I have attached a separate sheet to this form that calculates the difference between the amount that each party would otherwise pay to the other under the Child Support Guidelines.
  - A child is 18 or more years old and I attach to this form a separate sheet that calculates the amount of support for this child.
  - A child contributes to his/her own support and I attach to this form a separate sheet showing the amount of the child's own income and/or assets.
  - The payor's annual income is over \$150,000 and I have attached to this form a separate sheet that calculates the amount of support that I want to be put in an order.
  - Under the order/agreement, (*name(s) of child(ren)*) \_\_\_\_\_ is/are the subject of special provisions that I have detailed on a separate sheet that I have attached to this form.
  - The payor stands in the place of a parent to (*name(s) of child(ren)*) \_\_\_\_\_ and I attach to this form a separate sheet that gives the details of another parent's duty to pay support for this/these child(ren), as well as the details of the calculation of the amount of support requested.
  - The amount listed in the Child Support Guidelines would cause undue hardship to me or to the child(ren) for whom support is claimed. I attach to this form a separate sheet that compares the standards of living of the parties and calculates the amount of support that should be paid.

19. I ask that the outstanding child support owed be paid as follows:

- The child support owed to (*name of recipient*) \_\_\_\_\_ be fixed at \$ \_\_\_\_\_ as of (*date*) \_\_\_\_\_ .
- (*Name of payor*) \_\_\_\_\_ pay to (*name of recipient*) \_\_\_\_\_ \$ \_\_\_\_\_ per month, with payments to begin on (*date*) \_\_\_\_\_ until the full amount owing is paid.
- The child support owed to (*name of agency or other person*) \_\_\_\_\_ be fixed at \$ \_\_\_\_\_ as of (*date*) \_\_\_\_\_ .
- (*Name of payor*) \_\_\_\_\_ pay to (*name of agency or other person*) \_\_\_\_\_ \$ \_\_\_\_\_ per month, with payments to begin on (*date*) \_\_\_\_\_ until the full amount owing is paid.

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SPOUSAL SUPPORT

(Complete only if you are asking for a change in spousal support.)

20. I am asking to change the spousal support in the order/agreement because:

- Options for changing spousal support: change in circumstances, no longer paid, termination by parties, or other details.

21. I ask that the spousal support be changed as follows:

- Options for changing spousal support: terminate, change payor/amount/date, or other court orders.

22. I ask that the outstanding spousal support owed be paid as follows:

- Options for paying outstanding spousal support: fix amount/date, pay to recipient, or pay to agency/person.

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OTHER
(Complete if applicable.)

23. I ask that the term(s) of the order of Justice (name of judge) ,
dated , for (give details)

be changed as follows: (give details of the order you want the court to make)

24. I ask that the court make this order for the following reasons:

before me at municipality
in province, state or country
on date
Commissioner for taking affidavits
(Type or print name below
if signature is illegible.)

Signature
(This form is to be signed in front of a
lawyer, justice of the peace, notary public or
commissioner for taking affidavits.)

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PART 2 – INFORMATION FROM SUPPORT PAYOR

DO NOT COMPLETE THIS PART IF THE PARTIES ARE ONLY CONSENTING TO TERMINATE A SUPPORT OBLIGATION OR IF THE MOTION TO CHANGE DOES NOT INCLUDE A CLAIM TO CHANGE CHILD SUPPORT.

My name is (full legal name) \_\_\_\_\_

I live in (municipality & province) \_\_\_\_\_

and I \_\_\_\_\_ that the following is true:

25. I am the support payor in this case.

26. I attach the following financial information about myself:

- (a) a copy of every personal income tax return that I filed with Canada Revenue Agency for the 3 most recent taxation years;
(b) a copy of every notice of assessment or re-assessment from Canada Revenue Agency of those returns; and
(c) [ ] (applies only if you are an employee) proof of this year's earnings from my employer as required by clause 21(1)(c) of the Child Support Guidelines.
[ ] (applies only if you are self-employed, or you are a partner in a partnership or you control a corporation or are a beneficiary under a trust) the documents listed in clauses 21(1)(d), (e), (f) or (g) of the Child Support Guidelines.

27. My total income

- [ ] will be \$ \_\_\_\_\_ for this year;
[ ] was \$ \_\_\_\_\_ for last year; and
[ ] was \$ \_\_\_\_\_ for the year before that.

28. On the basis of my annual income, the table amount from the Child Support Guidelines for (number of child(ren)) \_\_\_\_\_ child(ren) is \$ \_\_\_\_\_ per month.

29. My financial statement [ ] is attached. [ ] is not attached.

before me at \_\_\_\_\_
municipality
in \_\_\_\_\_
province, state or country
on \_\_\_\_\_
date
Commissioner for taking affidavits
(Type or print name below
if signature is illegible.)

Signature
(This form is to be signed in front of a
lawyer, justice of the peace, notary public or
commissioner for taking affidavits.)



PART 3 – INFORMATION FROM SUPPORT RECIPIENT

DO NOT COMPLETE THIS PART IF THE PARTIES ARE ONLY CONSENTING TO TERMINATE A SUPPORT OBLIGATION OR IF THE MOTION TO CHANGE DOES NOT INCLUDE A CLAIM TO CHANGE CHILD SUPPORT.

My name is (full legal name) \_\_\_\_\_

I live in (municipality & province) \_\_\_\_\_

and I \_\_\_\_\_ that the following is true:

30. I am the support recipient in this case.

Fill in paragraphs 31 and 32 only if:

- . the change for which you are asking is for an amount that is different from the Child Support Guidelines;
. the change for which you are asking relates to a child
. over the age of 18 years,
. for whom the payor stands in the place of a parent, or
. with respect to whom the payor has access or physical custody not less than 40% of the time over the course of the year;
. each party has custody of one or more children;
. the payor's annual income as determined under the guidelines is more than \$150,000;
. either party claims that an order according to the guidelines would result in undue hardship; or
. there is a claim for special or extraordinary expenses.

31. I attach the following financial information about myself:

- (a) a copy of every personal income tax return that I filed with Canada Revenue Agency for the 3 most recent taxation years;
(b) a copy of every notice of assessment or re-assessment from Canada Revenue Agency of those returns; and
(c) [ ] (applies only if you are an employee) proof of this year's earnings from my employer as required by clause 21(1)(c) of the Child Support Guidelines.
[ ] (applies only if you are self-employed, or you are a partner in a partnership or you control a corporation or are a beneficiary under a trust) the documents listed in clauses 21(1)(d), (e), (f) or (g) of the Child Support Guidelines.

32. My total income

- [ ] will be \$ \_\_\_\_\_ for this year;
[ ] was \$ \_\_\_\_\_ for last year; and
[ ] was \$ \_\_\_\_\_ for the year before that.

33. My financial statement [ ] is attached. [ ] is not attached.

before me at \_\_\_\_\_
municipality
in \_\_\_\_\_
province, state or country
on \_\_\_\_\_
date
Commissioner for taking affidavits
(Type or print name below
if signature is illegible.)

Signature
(This form is to be signed in front of a
lawyer, justice of the peace, notary public or
commissioner for taking affidavits.)