
**LEGAL
REQUIREMENTS**

45 CFR 302.54

The IV-D Agency must provide current and former FIP recipients with statements of child support collections and disbursements at least quarterly. The IV-D agency must provide a statement for any period for which support is received in an open or closed FIP case when an assignment is in effect. The statement must identify current and arrearage collections received by the IV-D agency from each absent parent and payments made to families from those collections.

**DEPARTMENTAL
POLICY****Collection &
Disbursement
Records**

The Child Support Enforcement System (CSES) produces quarterly records of support collections and disbursements in FIP IV-D and FIP arrearage cases. Records identify:

- Collections by collection date, type, Friend of the Court, court order number and amount; and,
- Disbursements by type, amount, collection date and disbursement date.

Records for the fourth calendar quarter also identify total FIP collections for the calendar year and total disbursements from those collections.

CSES produces a record for each case for which an FIP collection was distributed during the quarter. Fourth quarter records are also produced for any case for which an FIP collection was distributed for the calendar year.

Distribution

FIA prints and distributes child support statements quarterly based on records provided by CSES. Statements are mailed to the case address on CIS. Exhibit 1 contains a facsimile and description of the statement.

**Duplicate
Statements**

Support specialists or clients can obtain from OCS Central Office duplicate statements or statements for clients whose addresses are not on CIS. The requestor must identify the FIP case number, client name, current mailing address and period for which a statement is requested. Quarterly statements are available beginning in 1993. Annual statements are available for the years of 1985 through 1992.

Send requests to:

I.D. Mail

Systems Support - Quarterly Statement
Office of Child Support
7109 W. Saginaw
Lansing, MI 48913

U.S. Mail

Systems Support - Quarterly Statement
Office of Child Support
Family Independence Agency
P.O. Box 30037
Lansing, Michigan 48909

**QUARTERLY CHILD
SUPPORT
STATEMENT**

The Quarterly Child Support Statement identifies support collections distributed by CSES in FIP IV-D and FIP arrearage final, Jeanette Thomascases during a calendar quarter and disbursements from those collections. Statements for the fourth quarter also contain annual totals of collections and disbursements from those collections.

A facsimile and a description of the statement are provided below. Reference numbers that appear on the facsimile correspond with the description and do not appear on the actual statement.