

Marquette County Child Support Agency

Dept. Of Human Services
428 Underwood Ave.
PO Box 405
Montello WI 53949

TEL 608/297-3124
FAX 608/2978718
TDD 800/947-3529

IMPORTANT INFORMATION ABOUT THE REVIEW PROCESS

1. **THE REVIEW LETTER IS A RECOMMENDATION. It does not change your order. See 3.a.i or 3.b. to find out how to change your order.**
2. When a review is done, support is calculated based on the CURRENT court order on placement.
 - a. If both parties agree that the placement is different than the order, I can proceed. The placement changes will need to be added to the new order if there is an agreement.
 - b. If the parties are involved in mediation, I cannot proceed until placement has been agreed upon by the parties or the court has determined the placement order.
3. If the review indicates a change in the child support order, both parties will receive a letter from this office indicating what the new amount should be. You will be given 5 days to notify us as to whether or not you agree with the new amount.
 - a. If either party fails to respond, nothing further will be done by this office
 - i. Either party can file a motion with the court to change the current order. Forms are available on the internet, at the Clerk of Court's office, or through this office.
 - b. If both parties agree on a new amount and a start date, this office will send the requesting party a Stipulation and Order to Change Child Support.
 - i. If the document isn't returned by both parties, nothing further will be done by this office
 - ii. If both parties return the document with their signature, this office will file the order and mail copies to both parties.
 - iii. If you and the other party CANNOT agree to an amount and a start date, either party may file a motion. The Clerk of Court may charge a filing fee. Forms are available on the internet, at the Clerk of Court's office, or through this office.
4. If you have already filed a motion and there is no agreement before the hearing, the court will make a determination as to the new amount if any.

Pam Unger
Human Services
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To access information about your account, sign up at www.childsupport.wisconsin.gov or call 1-800-991-5530.

Family court forms are available at www.wicourts.gov/forms1/circuit/