

STIPULATION TO MODIFY CHILD SUPPORT

S-4

Resource Center
1 South Sierra St., Third Floor
Reno, NV 89501
775-325-6731
www.washoecourts.com

Do Not File Or Copy This Page

**STIPULATION TO MODIFY CHILD
SUPPORT**

PACKET S-4

Use this packet only if all of the following statements are true:

- You have a case with an existing order in the Second Judicial District Court.
- You and the other party agree to change the order.
- An attorney is not representing either of you in this case.

INSTRUCTIONS FOR COMPLETING FORMS

Carefully read all instructions before starting to fill out any of the forms.

Use **black or blue ink only**. Neatly print the information requested.

Do not use correction fluid/tape on the forms.

This packet contains the following forms:

1. Stipulation Modifying Child Support
 - a. Appendix A: Child Support Work Sheet
2. Request for Submission

The penalty for willfully making a false statement under penalty of perjury is a minimum of 1 year, and a maximum of 4 years in prison, in addition to a fine of not more than \$5,000.00.

N.R.S. §199.145.

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 1

Complete the Stipulation to Modify Child Support as Shown:

1) Print your names, addresses, telephone numbers, and email addresses.

2) Print the names of the parties, the Case No. and Department No. just as they appear on all other documents in this case.

3) Complete pages 1 – 5, following the instructions on each page.

1	Code: 4050															
2	Name: _____ Address: _____															
3	Telephone: _____ Email: _____															
4	Name: _____ Address: _____															
5	Telephone: _____ Email: _____															
6	Name: _____ Address: _____															
7	Telephone: _____ Email: _____															
8	Self-Represented Litigants															
9	IN THE FAMILY DIVISION															
10	OF THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA															
11	IN AND FOR THE COUNTY OF WASHOE															
12	_____ Plaintiff / Petitioner / Joint Petitioner, Case No. _____															
13	vs. Dept. No. _____															
14	_____ Defendant / Respondent / Joint Petitioner.															
15																
16	<u>STIPULATION MODIFYING CHILD SUPPORT</u>															
17																
18	We stipulate and agree to the following:															
19																
20																
21	1. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Child's Name</th> <th style="width: 15%;">Date of Birth</th> <th style="width: 55%;">Current Physical Custody Order</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td> <input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody </td> </tr> <tr> <td></td> <td></td> <td> <input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody </td> </tr> <tr> <td></td> <td></td> <td> <input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody </td> </tr> <tr> <td></td> <td></td> <td> <input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody </td> </tr> </tbody> </table>	Child's Name	Date of Birth	Current Physical Custody Order			<input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody			<input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody			<input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody			<input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody
Child's Name	Date of Birth	Current Physical Custody Order														
		<input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody														
		<input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody														
		<input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody														
		<input type="checkbox"/> Joint physical custody <input type="checkbox"/> I have Primary/Sole physical custody <input type="checkbox"/> Other parent has Primary/Sole physical custody														
22																
23																
24																
25																
26																
27																
28																
	REV 1/17/2020 JDB 1 S4 STIP MODIFYING CHILD SUPPORT															

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 1a

Calculating Child Support using Appendix A

Appendix A does not need to be filed with the Court.

- Use this work sheet to help you calculate the child support.

APPENDIX A

Gross Monthly Income (GMI)

The first step in determining child support is calculating your Gross Monthly Income, the amount of money you make each month *before taxes are deducted*.

Gross Monthly Income includes money received from employment, social security, unemployment benefits, pension/retirement, interest/investments, etc. Gross Monthly Income DOES NOT include SSI, SNAP, TANF, cash benefits from the county, or child support received. For a full list of incomes included in Gross Monthly Income look at NAC425.

To calculate your Gross Monthly Income from employment, use one of the tables below:

Parent 1		Parent 2	
Annual Income	\$	Annual Income	\$
÷ by 12 months =	\$	÷ by 12 months =	\$
Employment GMI		Employment GMI	
Biweekly Income	\$	Biweekly Income	\$
x26 weeks	\$	x26 weeks	\$
÷ by 12 months =	\$	÷ by 12 months =	\$
Employment GMI		Employment GMI	
Weekly Income	\$	Weekly Income	\$
x52 weeks	\$	x52 weeks	\$
÷ by 12 months =	\$	÷ by 12 months =	\$
Employment GMI		Employment GMI	
Hourly Wage	\$	Hourly Wage	\$
# of hours worked per week		# of hours worked per week	
hourly wage x hours worked per week	\$	hourly wage x hours worked per week	\$
x52 weeks	\$	x52 weeks	\$
÷ by 12 months =	\$	÷ by 12 months =	\$
Employment GMI		Employment GMI	

Copy the amount of GMI from Employment for each parent into the table on the following page.

REV 1/16/2020 JDB Child Support Worksheet

APPENDIX A

Gross Monthly Income (GMI)

The first step in determining child support is calculating your Gross Monthly Income, the amount of money you make each month *before taxes are deducted*.

Gross Monthly Income includes money received from employment, social security (*Not SSI*), unemployment benefits, pension/retirement, interest/investments, etc. Gross Monthly Income DOES NOT include SSI, SNAP, TANF, cash benefits from the county, or child support received. *For a full list of incomes included in Gross Monthly Income please see NAC 425.*

To calculate your Gross Monthly Income from employment, use one of the tables below:

Parent 1

Annual Income	\$
÷ by 12 months = Employment GMI	\$

Biweekly Income	\$
x26 weeks	\$
÷ by 12 months = Employment GMI	\$

Weekly Income	\$
x52 weeks	\$
÷ by 12 months = Employment GMI	\$

Hourly Wage	\$
# of hours worked per week	
hourly wage x hours worked per week	\$
x52 weeks	\$
÷ by 12 months = Employment GMI	\$

Parent 2

Annual Income	\$
÷ by 12 months = Employment GMI	\$

Biweekly Income	\$
x26 weeks	\$
÷ by 12 months = Employment GMI	\$

Weekly Income	\$
x52 weeks	\$
÷ by 12 months = Employment GMI	\$

Hourly Wage	\$
# of hours worked per week	
hourly wage x hours worked per week	\$
x52 weeks	\$
÷ by 12 months = Employment GMI	\$

Copy the amount of GMI from Employment for each parent into the table on the following page.

Now that you have determined the GMI from employment, add any money you receive each month from social security, unemployment benefits, pension/retirement, interest/investments, etc. Use the table below to find your Total Gross Monthly Income.

Parent 1

Parent 2

Employment GMI:	\$
Social Security:	\$
Unemployment:	\$
Pension/Retirement:	\$
Interest/Investments:	\$
Other:	\$
TOTAL GMI:	\$

Employment GMI:	\$
Social Security:	\$
Unemployment:	\$
Pension/Retirement:	\$
Interest/Investments:	\$
Other:	\$
TOTAL GMI:	\$

You should now have your Total Gross Monthly Income. If you or the other parent's Total Gross Monthly Income is less than \$1,956 a month, use the **Low-Income** Child Support Schedule below to complete the following pages. Please continue to the next page.

Low-Income Child Support Schedule
Child Support Obligation of Low-Income Payers
at 75% to 150% of the 2025 Federal Poverty Guidelines

Monthly Income Up To	One Child		Two Children		Three Children		Four Children		Five Children	
	Percent	Child Support Amount	Percent	Child Support Amount	Percent	Child Support Amount	Percent	Child Support Amount	Percent	Child Support Amount
\$978	10.56%	\$103	14.52%	\$142	17.16%	\$168	18.48%	\$181	19.80%	\$194
\$1,013	10.75%	\$109	14.79%	\$150	17.48%	\$177	18.82%	\$191	20.16%	\$204
\$1,048	10.95%	\$115	15.05%	\$158	17.79%	\$186	19.16%	\$201	20.53%	\$215
\$1,083	11.14%	\$121	15.32%	\$166	18.11%	\$196	19.50%	\$211	20.89%	\$226
\$1,118	11.34%	\$127	15.59%	\$174	18.42%	\$206	19.84%	\$222	21.26%	\$238
\$1,153	11.53%	\$133	15.86%	\$183	18.74%	\$216	20.18%	\$233	21.62%	\$249
\$1,188	11.73%	\$139	16.12%	\$191	19.05%	\$226	20.52%	\$244	21.99%	\$261
\$1,223	11.92%	\$146	16.39%	\$200	19.37%	\$237	20.86%	\$255	22.35%	\$273
\$1,258	12.11%	\$152	16.66%	\$209	19.69%	\$248	21.20%	\$267	22.71%	\$286
\$1,293	12.31%	\$159	16.92%	\$219	20.00%	\$259	21.54%	\$278	23.08%	\$298
\$1,327	12.50%	\$166	17.19%	\$228	20.32%	\$270	21.88%	\$290	23.44%	\$311
\$1,362	12.70%	\$173	17.46%	\$238	20.63%	\$281	22.22%	\$303	23.81%	\$324
\$1,397	12.89%	\$180	17.73%	\$248	20.95%	\$293	22.56%	\$315	24.17%	\$338
\$1,432	13.09%	\$187	17.99%	\$258	21.26%	\$305	22.90%	\$328	24.54%	\$351
\$1,467	13.28%	\$195	18.26%	\$268	21.58%	\$317	23.24%	\$341	24.90%	\$365
\$1,502	13.47%	\$202	18.53%	\$278	21.90%	\$329	23.58%	\$354	25.26%	\$380
\$1,537	13.67%	\$210	18.79%	\$289	22.21%	\$341	23.92%	\$368	25.63%	\$394
\$1,572	13.86%	\$218	19.06%	\$300	22.53%	\$354	24.26%	\$381	25.99%	\$409
\$1,607	14.06%	\$226	19.33%	\$311	22.84%	\$367	24.60%	\$395	26.36%	\$424
\$1,642	14.25%	\$234	19.60%	\$322	23.16%	\$380	24.94%	\$409	26.72%	\$439
\$1,677	14.45%	\$242	19.86%	\$333	23.47%	\$394	25.28%	\$424	27.09%	\$454
\$1,712	14.64%	\$251	20.13%	\$345	23.79%	\$407	25.62%	\$439	27.45%	\$470
\$1,747	14.83%	\$259	20.40%	\$356	24.11%	\$421	25.96%	\$453	27.81%	\$486
\$1,782	15.03%	\$268	20.66%	\$368	24.42%	\$435	26.30%	\$469	28.18%	\$502
\$1,817	15.22%	\$277	20.93%	\$380	24.74%	\$449	26.64%	\$484	28.54%	\$518
\$1,851	15.42%	\$285	21.20%	\$392	25.05%	\$464	26.98%	\$500	28.91%	\$535
\$1,886	15.61%	\$294	21.47%	\$405	25.37%	\$479	27.32%	\$515	29.27%	\$552
\$1,921	15.81%	\$304	21.73%	\$418	25.68%	\$493	27.66%	\$531	29.64%	\$569
\$1,956	16.00%	\$313	22.00%	\$430	26.00%	\$509	28.00%	\$548	30.00%	\$587

Child Support Worksheet

① Parent 1's Information

Gross monthly income (GMI) includes: employment income, including consistent overtime; interest and investment income; Social Security old-age insurance benefits and disability benefits (SSD), but not supplemental security income (SSI); alimony; military allowances; periodic payments from a pension or retirement plan; and unemployment benefits.

How much is Parent 1's gross monthly income? \$ _____

Ⓐ If Parent 1's gross monthly income is less than \$1,956, use the attached low-income child support schedule to identify Parent 1's child support obligation. \$ _____

If Parent 1's gross monthly income is less than \$1,956, stop here, and go to line ③.

Ⓑ Multiply the amount of Parent 1's gross monthly income which is more than \$1,956 but less than \$6,000 by

.16 (for 1 child)

.22 (for 2 children)

.26 (for 3 children)

.28 (for 4 children)

Add .02 for each additional child \$ _____

Ⓒ Multiply the amount of Parent 1's gross monthly income which is more than \$6,000 but less than \$10,000 by

.08 (for 1 child)

.11 (for 2 children)

.13 (for 3 children)

.14 (for 4 children)

Add .01 for each additional child \$ _____

Ⓓ Multiply the amount of Parent 1's gross monthly income which is more than \$10,000 by

.04 (for 1 child)

.06 (for 2 children)

.06 (for 3 children)

.07 (for 4 children)

Add .005 for each additional child \$ _____

Ⓔ Parent 1's child support obligation (Add lines B, C, and D) \$ _____

② Parent 2's Information

Gross monthly income (GMI) includes: employment income, including consistent overtime; interest and investment income; Social Security old-age insurance benefits and disability benefits (SSD), but not supplemental security income (SSI); alimony; military allowances; periodic payments from a pension or retirement plan; and unemployment benefits.

How much is Parent 2's gross monthly income? \$ _____

Ⓐ If Parent 2's gross monthly income is less than \$1,956, use the attached low-income child support schedule to identify Parent 2's child support obligation. \$ _____

If Parent 2's gross monthly income is less than \$1,956, stop here, and go to line ③.

Ⓑ Multiply the amount of Parent 2's gross monthly income which is more than \$1,956 but less than \$6,000 by

.16 (for 1 child)

.22 (for 2 children)

.26 (for 3 children)

.28 (for 4 children)

Add .02 for each additional child \$ _____

Ⓒ Multiply the amount of Parent 2's gross monthly income which is more than \$6,000 but less than \$10,000 by

.08 (for 1 child)

.11 (for 2 children)

.13 (for 3 children)

.14 (for 4 children)

Add .01 for each additional child \$ _____

Ⓓ Multiply the amount of Parent 2's gross monthly income which is more than \$10,000 by

.04 (for 1 child)

.06 (for 2 children)

.06 (for 3 children)

.07 (for 4 children)

Add .005 for each additional child \$ _____

Ⓔ Parent 2's child support obligation (Add lines B, C, and D) \$ _____

③ **Joint Physical Custody.** Only fill out this section if you are asking for joint physical custody. Skip to ④ if one parent is to be awarded primary physical custody.

Subtract the lower earning parent's child support obligation from the higher earning parent's child support obligation.

	Higher		
	\$ _____		
-	Lower		
	\$ _____		
	Child Support Obligation	paid by	Name of higher income parent:
	\$ _____		_____

④ **Adjustments.** (complete all that apply)

- If Parent 1 wants primary or sole physical custody, the court uses the number in ③ as the standard amount of child support Parent 2 would pay.
- If Parent 2 wants to have primary or sole physical custody, the court uses the number in ③ as the standard amount of child support Parent 1 would pay.
- If you want both parents to have joint physical custody, the court uses the number in ③ as the standard amount of child support.

Adjustment Factors	Amount -/+
Any special education needs of the child	\$
A parent's legal responsibility to support others	\$
Value of services contributed by either parent	\$
Any public assistance paid to support the child	\$
Cost of transportation of the child to and from visitation	\$
The relative income of both households.	\$
The obligor's ability to pay	\$
Any other necessary expenses for the benefit of the child(ren)	\$
Total Deviations	\$

⑤ **Final Child Support Amount Requested:**

\$ _____ paid by (*name*) _____

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 2

Only one person needs to fill out this form.

Complete the Request for Submission as Shown:

1) Print your name, address, telephone number, and email address.

2) Print the names of the parties, the Case No. and Department No. just as they appear on all other documents in this case.

3) Print the date you filed the stipulation with the Court.

4) Date, sign, and print your name.

1	Code: 3860
2	Name: _____
3	Address: _____
4	Telephone: _____
5	Email: _____
6	Self-Represented Litigant
7	IN THE FAMILY DIVISION
8	OF THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA
9	IN AND FOR THE COUNTY OF WASHOE
10	_____ Case No. _____
11	Plaintiff / Petitioner / Joint Petitioner, Dept. No. _____
12	vs.
13	_____
14	Defendant / Respondent / Joint Petitioner.
15	_____
16	
17	<u>REQUEST FOR SUBMISSION</u>
18	
19	I request that the Stipulation Modifying Child Support filed on <i>(date the document was filed</i>
20	<i>with the Court)</i> _____ be submitted to the Court for
21	decision.
22	This document does not contain the personal information of any person as defined by NRS
23	603A.040.
24	
25	Date: _____ Your Signature: _____
26	Print Your Name: _____
27	
28	
	REV 1/14/20 JDB 1 REQUEST FOR SUBMISSION

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 3

Complete the Index of Exhibits and the Exhibit Cover Page as Shown:

You will need to attach the Order as an exhibit to the Request for Submission to electronically file it.

You do not need to write anything on these pages.

- 1) The documents should be in the following order:
- Request for Submission
 - the Index of Exhibits
 - the Exhibit Cover Page
 - the Order

INDEX OF EXHIBITS	
Exhibit Number	<u> 1 </u> Number of Pages <u> 3 </u>
Exhibit Description	<u> Proposed Order </u>
Exhibit Number	Number of Pages
Exhibit Description	
Exhibit Number	Number of Pages
Exhibit Description	
Exhibit Number	Number of Pages
Exhibit Description	
Exhibit Number	Number of Pages
Exhibit Description	
Exhibit Number	Number of Pages
Exhibit Description	
Exhibit Number	Number of Pages
Exhibit Description	
Exhibit Number	Number of Pages
Exhibit Description	

Exhibit Cover Page
EXHIBIT NUMBER 1

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 4

Prepare the Order Shown:

1) Print the names of the parties, the Case No. and Department No. just as they appear on all other documents in this case.

2) Complete pages 1-2, following the instructions on each page.

Do not sign or date where it says district judge. Only sign and date the last page after respectfully submitted.

1	Code: 2867
2	
3	
4	
5	IN THE FAMILY DIVISION
6	OF THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA
7	IN AND FOR THE COUNTY OF WASHOE
8	
9	_____ , Case No. _____
10	and Parent's Name Dept. No. _____
11	_____ ,
12	Other Parent's Name
13	Joint Petitioners.
14	_____
15	
16	<u>ORDER AFFIRMING STIPULATION</u>
17	
18	Based upon the Stipulation to Modify Child Support of the parties filed in this matter and
19	finding that it is in the best interests of the minor child(ren) to confirm the agreement of the parties,
20	IT IS HEREBY ORDERED that the prior order(s) of this Court regarding child support is/are
21	hereby modified and the provisions as stated in the Stipulation to Modify Child Support filed on
22	(date filed) _____, are hereby AFFIRMED and the parties are hereby
23	ordered to abide by those modified provisions.
24	Medical support for the child(ren) shall be provided through
25	<input type="checkbox"/> Medicaid
26	<input type="checkbox"/> Private/employer insurance
27	<input type="checkbox"/> Tricare
28	<input type="checkbox"/> Other: _____
	REV 1/31/20 JDB 1 S4 ORDER

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 5

Electronically Filing the Documents

One party will need to upload the original documents to eFlex. EFlex is available online at <https://wceflex.washoecourts.com/>, at the Law Library and the Resource Center.

Scanners are available at the Law Library and the Resource Center.

If either party has not done so, they will need to sign up for an eFlex account and turn in an eFile User Agreement, to the Second Judicial District Court or email to eflexsupport@washoecourts.us.

One party will sign into their eFlex account using the username and password you created and electronically file the:

- Stipulation to Modify Orders;
- Request for Submission and Exhibit Index;
- Exhibit Cover Page and Order (as an exhibit to the Request for Submission)

Make sure to keep the original documents you file for your personal records. File-stamped copies of your documents are available through your eFlex account.

There will not be a filing fee charged when documents are filed.

What Happens Now?

Now that you have completed all the steps, your stipulation has been sent to the Court for a decision. The Court will review these documents within approximately 60 days to grant, deny, or set your stipulation for a hearing.

Legal Assistance Information

The information in this packet is provided as a courtesy only. This packet is not a substitute for the advice of an attorney. Counsel is always recommended for legal matters.

If you do not have an attorney, you are encouraged to seek the advice of a licensed attorney or contact the Resource Center or the Law Library. **The Resource Center and the Law Library staff cannot give legal advice** but can give information regarding court procedures.

You may wish to speak with a lawyer at no cost through the Law Library's Lawyer in the Library program. The Lawyer in the Library program is held via Zoom; you must register ahead of time to participate. No walk-ins accepted as space is limited.

LAWYER IN THE LIBRARY

Sign up on our website:

<https://www.washoecourts.com/LawLibrary/LawyerInLibrary>

For questions, contact the Law Library at 775-328-3250

To seek assistance from other free or reduced-cost legal resources in the area, please contact:

NEVADA LEGAL SERVICES

449 S. Virginia St.
Reno, NV 89501

775-284-3491 – leave a message, if
necessary

<https://nevadalegalservices.org>

NORTHERN NEVADA LEGAL AID

1 S. Sierra St., 1st Floor
Reno, NV 89501

775-321-2062 – leave a message, if
necessary

<https://nnlegalaid.org>