

SOURCE: CSE 6 - Page 2 of the CSE APPLICATION PORTAL. The exhibit is a “Cut and paste” believed to be accurate with the online version. Red highlights are personal notes only and are not found on the Application itself.

HOW WE WORK TOGETHER

Please read and initial each of the following statements. By initialing each statement, you understand and agree:

INITIAL

___ CSE represents the People of the State of Colorado. No attorney–client relationship or privilege exists between either party and the CSE staff.

INITIAL

___ CSE does **not** handle parental responsibility (custody), parenting time (visitation), or property settlement. **[It's only interested in money.]**

INITIAL

___ CSE determines the appropriate actions to be used when providing services.

INITIAL

___ If you believe that there is a change (i.e. financial, medical ...) which could cause an adjustment to the amount of the order, you may submit a written request for a review. **[CSE will assist its clients in upward revisions of child support whenever possible]**

INITIAL

___ A written request from the applicant to stop CSE services may be made. However, if TANF and/or Medicaid is still being received or arrears are owed, the case may remain open. CSE may also close your case by using criteria established by current state and federal regulations (i.e. not being able to locate you, if you do not supply a forwarding address ...). **[TANF and/or Medicaid debt substantiates existing or future collections through employment-related child enforcement actions]**

INITIAL

___ Each individual county determines optional services. Inquire about these services that may be available in the county of application.

YOUR RESPONSIBILITIES

INITIAL

___ You are the best source of information regarding the other party. The information you provide may help in the progress of your case. There may be a delay in the progress of your case due to lack of information and/or involvement with another state. **[Help us find money!]**

INITIAL

___ You are required to cooperate with CSE in the processing of your case. Failure to do so may result in case closure.

INITIAL

___ If you are a caretaker/relative (i.e. grandparent, aunt, uncle, adult sibling or stepparent ...) you are required to open a child support case against both biological parents. CSE will **not** close one of the two cases against the biological parents at your request. **[It's a two for one deal only.]**

INITIAL

___ You are required to complete and sign an affidavit agreeing to the amount of child support arrears owed (if there is a current child support order).

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INITIAL

____ If you have special needs or need special accommodations under the American Disabilities Act, contact the county with which you are applying.