AFFIDAVIT CERTIFYING NON-RECEIPT OF CHILD SUPPORT PAYMENTS

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INSTRUCTIONS FOR COMPLETING APPLICANT'S AFFIDAVIT CERTIFYING NON-RECEIPT OF CHILD SUPPORT PAYMENTS

The purpose of this form is to provide a written statement in which the applicant, on behalf of the household, swears or affirms that no child support was received from an non-custodial parent for any of the children listed for the four consecutive weeks prior to the date of application. **The form should be given to all households that include children who have one or more non-custodial parents.** The form must be completed as follows:

ENTER name of applicant.

CHILD SUPPORT IS **NOT BEING PAID** FOR THE FOLLOWING CHILD (REN): ENTER the name of each child in the household for whom <u>no child support</u> is being paid by a non-custodial parent.

ENTER complete name of the child's non-custodial parent.

AUTHORIZATION AND RELEASE OF INFORMATION

This section authorizes the State Department of Social Services or its representative to obtain financial information as it concerns the applying household, and to verify any information provided by the applicant. It further certifies that the applicant has given true and correct information and is aware of the penalties for failure to report accurate information. The authorization <u>must</u> be completed as follows:

APPLICANT'S SIGNATURE: Applicant must sign the authorization.

DATE: ENTER date authorization is signed.

CEAP application number: ENTER Energy Application number.

GIVE A COPY OF THIS FORM TO THE CLIENT. THE ORIGINAL DOCUMENT MUST BE KEPT IN THE ENERGY FILE.