

TYPE OR HAND PRINT NEATLY, USING BLACK INK ONLY

List court location, names of parties and case number exactly as shown on original court order.

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA
AT _____

CASE NO. _____

MOTION TO CHANGE CUSTODY,
SUPPORT OR VISITATION

1. **PARENT INFORMATION**

NOTE: If for any reason you do not want the other parent to know your current address or employer, you need not provide that information. However, you **must** provide a mailing address that will allow the court and the other parent to mail you required documents. That address may be in care of another person as long as you will receive all papers sent to you.

Father:

Full name: _____ Date of Birth: _____

Mailing address: _____

Residence address (if different): _____

Daytime phone number: _____ Social Security No. _____

Most recent employer: _____

Dates of employment: _____

Employer's address: _____

Mother:

Full name: _____ Date of Birth: _____

Mailing address: _____

Residence address (if different): _____

Daytime phone number: _____ Social Security No. _____

Most recent employer: _____

Dates of employment: _____

Employer's address: _____

Custodian (other than parent):

Full name: _____ Date of Birth: _____

Mailing address: _____

Residence address (if different): _____

Daytime Phone number: _____ Social Security No. _____

2. CHILDREN

List the names of all children covered by your most recent court order.

[illegible]

[Attach extra pages for any additional children.]

Is the custody and visitation arrangement for each child the same as ordered by the court in its most recent order? ☐ Yes ☐ No

If your answer is “no” for any child, explain in detail how the child’s current custody and visitation arrangement is different from what the court ordered. *[Attach extra pages if necessary.]*

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

3.

NOTE: A change in custody will not be granted unless there has been a substantial change in circumstances since the last order was entered. Also, the requested change must be in the best interests of the children. See page 3 of the Instructions about "best interests."

Do you want the custody or visitation order changed? (Check all that apply.)

☐ custody ☐ visitation ☐ no change in custody or visitation

Explain in detail what changes you want the court to order and why. [Attach extra pages if necessary.]

[illegible]

Notice to Parties: If there is a change in custody or visitation, the court is required to consider whether the child support order must also be changed.

Travel Expenses. Travel expenses necessary to exercise visitation should be allocated between the parties as follows: _____

4. CHANGE IN CHILD SUPPORT

NOTE: In order to obtain an increase or decrease in support payments because of a change in income of the person making the payments, the change in income must be both long term and significant. The court will not modify a support order because of a minor or temporary increase or decrease in income. The general guideline for determining whether a change in income is significant is if the change is enough to raise or lower the support payments by 15% or more. **You must attach any documentation you have that supports your request. Examples include pay stubs, tax returns, and proof of social security or disability benefits.**

Do you want the support payments for the above children to be:

☐ **increased** ☐ **decreased** ☐ **no change in support payments**

Check all of the following boxes that explain why you are requesting an increase or decrease. [Attach extra pages if necessary.]

a. ☐ The income of the person making the child support payments has **increased or decreased**. *(If you check this box, attach documentation of the increase or decrease and explain why it has occurred.)* _____

b. ☐ Support payments should be changed because there has been a change in where the children are living. *(If you check this box, list the dates when the living arrangements changed, explain what the current living arrangements are, and attach any documents you have to support your claim.)* _____

c. ☐ Support payments should be changed because there has been a change in the availability or cost of medical insurance for the children or because medical expenses for the children have increased or decreased. *(If you check this box, attach all available documents that support the requested change.)* _____

d. ☐ Other *(Be specific and attach any supporting documents.)* _____

Income Withholding. If your current support order in this case does not require immediate income withholding but CSED is enforcing the order, the court will be required to order immediate income withholding in its modification order unless one of the three exceptions authorized by Alaska Statute 25.27.062(m) applies. For an explanation of those exceptions, see form DR-10, page 13 (available at the court).

Is CSED currently enforcing your support order ☐ Yes ☐ No
If yes, is there a reason why the court should not order immediate income withholding?

5. **REQUIRED ATTACHMENTS.** Each of the items listed below **MUST** be attached to this motion. Check each box to indicate that you have completed and attached the item.

- ☐ A copy of your most recent child support order
- ☐ Child Custody Jurisdiction Affidavit (form DR-150)
- ☐ Child Support Guidelines Affidavit (form DR-305)
- ☐ Shared Custody Child Support Calculation (form DR-306) (*Required only if shared custody has been ordered or is being requested*)
- ☐ All documentation needed to support your request for a change in custody, visitation or support.

OATH OR AFFIRMATION

NOTE: You must sign this in front of a notary. A court clerk can provide this notary service for you at no charge. Bring a photo ID with you for the notarization.

I swear or affirm that the above statements and any attachments are true to the best of my knowledge and belief.

Date

Signature of Person Filing Motion

Printed Name

Subscribed and sworn to or affirmed before me at _____, Alaska
on _____.
Date

(SEAL)

Clerk of Court, Notary Public or other
person authorized to administer oaths.
My commission expires: _____

[You must complete the Certificate of Service on the next page.]

CERTIFICATE OF SERVICE
[MUST BE COMPLETED]

I certify that I served a copy of this motion and all the documents checked in paragraph 5 as shown below:

On Other Parent *(Instructions: You must also send a Response Packet to the other parent.)*

I ☐ mailed (first class mail) ☐ hand delivered
to the other parent a copy of (1) this motion and all documents checked in paragraph 5
and (2) a Response Packet.

Name of Other Parent: _____

Address: _____

Date mailed or delivered: _____

On Other Parent's Attorney *(Instructions: If the other parent was represented by an attorney within the last year, you must send the attorney a copy of this motion and all the documents checked in paragraph 5.)*

I ☐ mailed (first class mail) ☐ hand delivered
to the attorney a copy of this motion and all the documents checked in paragraph 5.

Name of Other Party's Attorney: _____

Address: _____

Date mailed or delivered: _____

On the Child Support Enforcement Division *(Instructions: If the Child Support Enforcement Division (CSED) is enforcing this order, you must send a copy of this motion and all the documents checked in paragraph 5 to the Attorney General's Office.)*

I ☐ mailed (first class mail) ☐ hand delivered
a copy of this motion and all the documents checked in paragraph 5 to:

Attorney General's Office
Collections and Support Section
1031 West Fourth Avenue, Suite 200
Anchorage, AK 99501

Date mailed or delivered: _____

Signature of Person Filing Motion