

STIPULATION TO MODIFY CHILD SUPPORT

S-4

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

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**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.

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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: _____															
3	Address: _____															
4	Telephone: _____															
5	Email: _____															
6	Name: _____															
7	Address: _____															
8	Telephone: _____															
9	Email: _____															
10	Self-Represented Litigants															
11	IN THE FAMILY DIVISION															
12	OF THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA															
13	IN AND FOR THE COUNTY OF WASHOE															
14	Plaintiff / Petitioner / Joint Petitioner, Case No. _____															
15	vs. Dept. No. _____															
16	Defendant / Respondent / Joint Petitioner.															
17																
18	<u>STIPULATION MODIFYING CHILD SUPPORT</u>															
19																
20	We stipulate and agree to the following:															
21	1. <table border="1"><thead><tr><th>Child's Name</th><th>Date of Birth</th><th>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
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S4 STIP MODIFYING CHILD SUPPORT																

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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 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.

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

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

Parent 2

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 \$1,823 a month, use the **Low-Income** Child Support Schedule below to complete the following pages. Please continue to the next page.

**Child Support Obligation of Low-Income Payers
at 75% to 150% of the 2023 Federal Poverty Guidelines**

	One Child		Two Children		Three Children		Four Children		Five Children	
Monthly Income Up To	Percent	Child Support Amount	Percent	Child Support Amount	Percent	Child Support Amount	Percent	Child Support Amount	Percent	Child Support Amount
\$911	10.56%	\$96	14.52%	\$132	17.16%	\$156	18.48%	\$168	19.80%	\$180
\$944	10.75%	\$101	14.79%	\$140	17.48%	\$165	18.82%	\$178	20.16%	\$190
\$976	10.95%	\$107	15.05%	\$147	17.79%	\$174	19.16%	\$187	20.53%	\$200
\$1,009	11.14%	\$112	15.32%	\$155	18.11%	\$183	19.50%	\$197	20.89%	\$211
\$1,041	11.34%	\$118	15.59%	\$162	18.42%	\$192	19.84%	\$207	21.26%	\$221
\$1,074	11.53%	\$124	15.86%	\$170	18.74%	\$201	20.18%	\$217	21.62%	\$232
\$1,107	11.73%	\$130	16.12%	\$178	19.05%	\$211	20.52%	\$227	21.99%	\$243
\$1,139	11.92%	\$136	16.39%	\$187	19.37%	\$221	20.86%	\$238	22.35%	\$255
\$1,172	12.11%	\$142	16.66%	\$195	19.69%	\$231	21.20%	\$248	22.71%	\$266
\$1,204	12.31%	\$148	16.92%	\$204	20.00%	\$241	21.54%	\$259	23.08%	\$278
\$1,237	12.50%	\$155	17.19%	\$213	20.32%	\$251	21.88%	\$271	23.44%	\$290
\$1,269	12.70%	\$161	17.46%	\$222	20.63%	\$262	22.22%	\$282	23.81%	\$302
\$1,302	12.89%	\$168	17.73%	\$231	20.95%	\$273	22.56%	\$294	24.17%	\$315
\$1,334	13.09%	\$175	17.99%	\$240	21.26%	\$284	22.90%	\$306	24.54%	\$327
\$1,367	13.28%	\$182	18.26%	\$250	21.58%	\$295	23.24%	\$318	24.90%	\$340
\$1,399	13.47%	\$189	18.53%	\$259	21.90%	\$306	23.58%	\$330	25.26%	\$354
\$1,432	13.67%	\$196	18.79%	\$269	22.21%	\$318	23.92%	\$343	25.63%	\$367
\$1,465	13.86%	\$203	19.06%	\$279	22.53%	\$330	24.26%	\$355	25.99%	\$381
\$1,497	14.06%	\$210	19.33%	\$289	22.84%	\$342	24.60%	\$368	26.36%	\$395
\$1,530	14.25%	\$218	19.60%	\$300	23.16%	\$354	24.94%	\$381	26.72%	\$409
\$1,562	14.45%	\$226	19.86%	\$310	23.47%	\$367	25.28%	\$395	27.09%	\$423
\$1,595	14.64%	\$233	20.13%	\$321	23.79%	\$379	25.62%	\$409	27.45%	\$438
\$1,627	14.83%	\$241	20.40%	\$332	24.11%	\$392	25.96%	\$422	27.81%	\$453
\$1,660	15.03%	\$249	20.66%	\$343	24.42%	\$405	26.30%	\$437	28.18%	\$468
\$1,692	15.22%	\$258	20.93%	\$354	24.74%	\$419	26.64%	\$451	28.54%	\$483
\$1,725	15.42%	\$266	21.20%	\$366	25.05%	\$432	26.98%	\$465	28.91%	\$499
\$1,757	15.61%	\$274	21.47%	\$377	25.37%	\$446	27.32%	\$480	29.27%	\$514
\$1,790	15.81%	\$283	21.73%	\$389	25.68%	\$460	27.66%	\$495	29.64%	\$530
\$1,823	16.00%	\$292	22.00%	\$401	26.00%	\$474	28.00%	\$510	30.00%	\$547

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? \$ _____

② If Parent 1's gross monthly income is less than \$1,823, 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 \$1,823, stop here, and go to line ③.

③ Multiply the amount of Parent 1's gross monthly income which is more than \$1,823 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 \$ _____

④ 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 \$ _____

⑤ 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 \$1,823, 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 \$1,823, stop here, and go to line ③.

Ⓑ Multiply the amount of Parent 2's gross monthly income which is more than \$1,823 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*) _____

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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 (date the document was filed
20	with the Court) _____ 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

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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	_____ Other Parent's Name _____
12	
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

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INSTRUCTIONS: STEP 5

Electronically Filing the Documents

One party will need to upload the original documents to eFlex. EFlex is available online at <https://wcefex.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>