

(Name of Court)

at

Court office address

**Form 15A: Change
Information Form**

Applicant(s)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Respondent(s)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Assignee (if applicable)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

PART 1 – GENERAL INFORMATION

(This part should be filled out to the best ability of the party asking for a change in an order or support agreement.)

My name is (full legal name) _____

I live in (municipality & province) _____

and I _____ **that the following is true:**

1. I am the ☐ applicant ☐ respondent

2. The applicant, (applicant's full legal name) _____

was born on (date of birth) _____

lives in (municipality & province) _____

and, at the present time, is ☐ married ☐ living in a spousal relationship

☐ separated ☐ other (specify) _____

The applicant is the ☐ support recipient ☐ support payor

3. The respondent, (respondent's full legal name) _____

was born on (date of birth) _____

lives in (municipality & province) _____

and, at the present time, is ☐ married ☐ living in a spousal relationship

☐ separated ☐ other (specify) _____

The respondent is the ☐ support recipient ☐ support payor

4. This order/agreement ☐ has never been assigned
☐ has been assigned to
☐ the Ontario Ministry of Community and Social Services
☐ Ontario Works in (name of location) _____
☐ the municipality of (name) _____
☐ other (specify) _____

The details of the assignment are: (Give date of assignment, indicate whether it is still in effect, add any other relevant information known to you and attach a copy of the Confirmation of Assignment Form.)

5. The applicant and the respondent:

- ☐ started living together on (date) _____
☐ were married on (date) _____
☐ never lived together
☐ separated on (date) _____
☐ were divorced on (date) _____

6. The following chart gives basic information about the child(ren) in this case:
(List all child(ren) involved in this case, even those for whom no support is being claimed.)

Child's full legal name	Age	Birthdate (d, m, y)	Lives in (municipality & province)	Now living with (name of person and relationship to child)	Support claimed for child? (YES or NO)

7. I attach a copy of the existing ☐ court order ☐ agreement
that contains the term(s) to be changed.

8. The existing custody and access arrangements for the child(ren) are as follows:

Child's name	Custody/Access Arrangement

9. The details of the existing order/agreement with respect to support are as follows:

Date of order or agreement	Present child support payment	Other terms of child support	Present support payment (if any) for spouse
	\$ _____ per _____		\$ _____ per _____

10. The payment status of the existing order/agreement as of today is as follows:

☐ all payments have been made

☐ arrears are owing as follows:

Child support owed to recipient	Child support owed to other(s) (such as Ministry of Community and Social Services)	Spousal support owed to recipient	Spousal support owed to other(s) (such as Ministry of Community and Social Services)
\$ _____	\$ _____	\$ _____	\$ _____

CUSTODY/ACCESS

(Complete only if you are asking for a change in an order for custody or access.)

11. I ask that (name(s) of party(ies) and/or person(s)) _____ have custody of the following child(ren) (name(s) and birthdate(s) of child(ren)) _____

12. I ask that (name of party) _____ have access to the following child(ren) (name(s) and birthdate(s) of child(ren)) _____
as follows: (give details of access) _____

OR

13. I ask that (name(s) of party(ies) and/or person(s)) _____ and _____ have joint custody of the following child(ren) (name(s) and birthdate(s) of child(ren)) _____

14. I ask for the following residential/access arrangements for the child(ren): _____

(name(s) and birthdate(s) of child(ren)) _____

15. The order I am asking the court to make is in the best interests of the child(ren) for the following reasons: *(give details)*

CHILD SUPPORT

(Complete this section only if you are asking for a change in child support.)

16. I am asking to change the child support in the order/agreement because:

- ☐ The order/agreement was made before the applicable Child Support Guidelines came into effect.
- ☐ The following change in circumstances has taken place: *(Give details of change in circumstances.)*

- ☐ The parties agree to the termination of the support order/agreement, dated _____, for the following child(ren): *(name(s) and birthdate(s) of child(ren))* _____, as of *(date)* _____.
- ☐ Other: *(give details)* _____

17. I ask that the child support be changed as follows:

- ☐ Since the order/agreement for child support was made, a Notice of Recalculation was issued by the online Child Support Service dated _____ *(please attach)*.
- ☐ The order/agreement for child support dated _____ be terminated for the following child(ren): *(insert name(s) and birthdate(s) of child(ren))* _____ effective *(date)* _____.
- ☐ Based on the payor's income of \$ _____ per year, *(name of party)* _____ pay child support to *(name of party)* _____ in the amount of \$ _____ per month for the following child(ren) *(name(s) and birthdate(s) of child(ren))* _____

with payments to start on *(date)* _____.

- ☐ This amount is the table amount listed in the Child Support Guidelines.
- ☐ This amount is more than the table amount listed in the Child Support Guidelines.
- ☐ This amount is less than the table amount listed in the Child Support Guidelines. *(If this box is checked, you must complete paragraph 18.)*
- ☐ Starting on *(date)* _____, *(name of party)* _____ pay to *(name of party)* _____ \$ _____ for the following special or extraordinary expenses:

Child's Name	Type of Expense	Total Amount of Expense	Payor's Share	Terms of Payment <i>(frequency of payment, date due, etc.)</i>
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	

- ☐ Other: *(give details)* _____

18. ☐ I am asking that child support be changed to an amount that is less than the table amount listed in the Child Support Guidelines. The reason(s) for my request is/are that:
- ☐ The parties agree to a different amount.
- ☐ I have attached a separate sheet to this form that explains why this is an appropriate amount of child support.
- ☐ The recipient is getting social assistance payments from a public agency whose consent to this arrangement is needed. I am attaching the agency's consent to this form.
- ☐ As can be seen from paragraphs 6 and 8 above, the parties have shared custody of the child(ren) (*the payor has a child at least 40% of the time*).
- ☐ I have attached a separate sheet to this form that compares the table amounts from the Child Support Guidelines for each of the parties, shows the increased cost of the shared custody arrangement, the financial circumstances of each party and of each child for whom support is claimed.
- ☐ The parties are agreeing to this arrangement and I have attached a separate sheet to this form that explains why this is an appropriate amount of child support.
- ☐ As can be seen from paragraphs 6 and 8 above, custody of the children is split between the parties. I have attached a separate sheet to this form that calculates the difference between the amount that each party would otherwise pay to the other under the Child Support Guidelines.
- ☐ A child is 18 or more years old and I attach to this form a separate sheet that calculates the amount of support for this child.
- ☐ A child contributes to his/her own support and I attach to this form a separate sheet showing the amount of the child's own income and/or assets.
- ☐ The payor's annual income is over \$150,000 and I have attached to this form a separate sheet that calculates the amount of support that I want to be put in an order.
- ☐ Under the order/agreement, (*name(s) of child(ren)*) _____ is/are the subject of special provisions that I have detailed on a separate sheet that I have attached to this form.
- ☐ The payor stands in the place of a parent to (*name(s) of child(ren)*) _____ and I attach to this form a separate sheet that gives the details of another parent's duty to pay support for this/ these child(ren), as well as the details of the calculation of the amount of support requested.
- ☐ The amount listed in the Child Support Guidelines would cause undue hardship to me or to the child(ren) for whom support is claimed. I attach to this form a separate sheet that compares the standards of living of the parties and calculates the amount of support that should be paid.
19. I ask that the outstanding child support owed be paid as follows:
- ☐ The child support owed to (*name of recipient*) _____ be fixed at \$ _____ as of (*date*) _____.
- ☐ (*Name of payor*) _____ pay to (*name of recipient*) _____ \$ _____ per month, with payments to begin on (*date*) _____ until the full amount owing is paid.
- ☐ The child support owed to (*name of agency or other person*) _____ be fixed at \$ _____ as of (*date*) _____.
- ☐ (*Name of payor*) _____ pay to (*name of agency or other person*) _____ \$ _____ per month, with payments to begin on (*date*) _____ until the full amount owing is paid.

SPOUSAL SUPPORT*(Complete only if you are asking for a change in spousal support.)***20.** I am asking to change the spousal support in the order/agreement because:☐ The following change in circumstances has taken place: *(give details of change in circumstances.)*

☐ Spousal support should no longer be paid as of *(date)* _____ for the following reasons:
(give details) _____

☐ The parties consent to the termination of the spousal support order/agreement, dated _____ ,
as of *(date)* _____ .☐ Other *(give details)*: _____

21. I ask that the spousal support be changed as follows:☐ The order/agreement for spousal support, dated _____ , be terminated
effective *(date)* _____ .☐ *(Name of party)* _____ pay spousal support to
(name of party) _____ in the amount of \$ _____ per month,
effective on *(date)* _____ .☐ Other *(give details of the order you want the court to make)* _____

22. I ask that the outstanding spousal support owed be paid as follows:☐ The spousal support owed to *(name of recipient)* _____
be fixed at \$ _____ as of *(date)* _____ .☐ *(Name of payor)* _____ pay to *(name of recipient)*
_____ \$ _____ per month, with payments
to begin on *(date)* _____ until the full amount owing is paid.☐ The spousal support owed to *(name of agency or other person)* _____
be fixed at \$ _____ as of *(date)* _____ .☐ *(Name of payor)* _____ pay to *(name of agency or other person)*
_____ \$ _____ per month, with payments
to begin on *(date)* _____ until the full amount owing is paid.

OTHER
(Complete if applicable.)

23. I ask that the term(s) of the order of Justice (*name of judge*) _____ ,
dated _____ , for (*give details*) _____

be changed as follows: (*give details of the order you want the court to make*) _____

24. I ask that the court make this order for the following reasons: _____

before me at _____
municipality

in _____
province, state or country

on _____
date

Commissioner for taking affidavits
(Type or print name below
if signature is illegible.)

Signature
(This form is to be signed in front of a
lawyer, justice of the peace, notary public or
commissioner for taking affidavits.)

PART 2 – INFORMATION FROM SUPPORT PAYOR

DO NOT COMPLETE THIS PART IF THE PARTIES ARE ONLY CONSENTING TO TERMINATE A SUPPORT OBLIGATION OR IF THE MOTION TO CHANGE DOES NOT INCLUDE A CLAIM TO CHANGE CHILD SUPPORT.

My name is *(full legal name)*

I live in (municipality & province)

and I **that the following is true:**

25. I am the support payor in this case.

26. I attach the following financial information about myself:

- (a) a copy of every personal income tax return that I filed with Canada Revenue Agency for the 3 most recent taxation years;
- (b) a copy of every notice of assessment or re-assessment from Canada Revenue Agency of those returns; and
- (c) ☐ (applies only if you are an employee) proof of this year's earnings from my employer as required by clause 21(1)(c) of the Child Support Guidelines.
- ☐ (applies only if you are self-employed, or you are a partner in a partnership or you control a corporation or are a beneficiary under a trust) the documents listed in clauses 21(1)(d), (e), (f) or (g) of the Child Support Guidelines.

27. My total income

- ☐ will be \$ _____ for this year;
- ☐ was \$ _____ for last year; and
- ☐ was \$ _____ for the year before that.

28. On the basis of my annual income, the table amount from the Child Support Guidelines for *(number of child(ren))* child(ren) is \$ _____ per month.

29. My financial statement ☐ is attached. ☐ is not attached.

before me at _____
municipality

in _____
province, state or country

on _____
date

*Commissioner for taking affidavits
 (Type or print name below
 if signature is illegible.)*

Signature
(This form is to be signed in front of a
lawyer, justice of the peace, notary public or
commissioner for taking affidavits.)

PART 3 – INFORMATION FROM SUPPORT RECIPIENT

DO NOT COMPLETE THIS PART IF THE PARTIES ARE ONLY CONSENTING TO TERMINATE A SUPPORT OBLIGATION OR IF THE MOTION TO CHANGE DOES NOT INCLUDE A CLAIM TO CHANGE CHILD SUPPORT.

My name is *(full legal name)*

I live in (municipality & province)

and I **that the following is true:**

30. I am the support recipient in this case.

Fill in paragraphs 31 and 32 only if:

- . *the change for which you are asking is for an amount that is different from the Child Support Guidelines;*
- . *the change for which you are asking relates to a child*
 - . *over the age of 18 years,*
 - . *for whom the payor stands in the place of a parent, or*
 - . *with respect to whom the payor has access or physical custody not less than 40% of the time over the course of the year;*
- . *each party has custody of one or more children;*
- . *the payor's annual income as determined under the guidelines is more than \$150,000;*
- . *either party claims that an order according to the guidelines would result in undue hardship; or*
- . *there is a claim for special or extraordinary expenses.*

31. I attach the following financial information about myself:

- (a) a copy of every personal income tax return that I filed with Canada Revenue Agency for the 3 most recent taxation years;
- (b) a copy of every notice of assessment or re-assessment from Canada Revenue Agency of those returns; and
- (c) ☐ (applies only if you are an employee) proof of this year's earnings from my employer as required by clause 21(1)(c) of the Child Support Guidelines.
- ☐ (applies only if you are self-employed, or you are a partner in a partnership or you control a corporation or are a beneficiary under a trust) the documents listed in clauses 21(1)(d), (e), (f) or (g) of the Child Support Guidelines.

32. My total income

- ☐ will be \$ _____ for this year;
- ☐ was \$ _____ for last year; and
- ☐ was \$ _____ for the year before that.

33. My financial statement ☐ is attached. ☐ is not attached.

before me at _____
municipality

in _____
province, state or country

on _____
date

*Commissioner for taking affidavits
 (Type or print name below
 if signature is illegible.)*

Signature
(This form is to be signed in front of a
lawyer, justice of the peace, notary public or
commissioner for taking affidavits.)