

Date: \_\_\_\_\_  
Case ID: \_\_\_\_\_  
Case Name: \_\_\_\_\_

### **Child Support Appointment Notice**

*Avoid a reduction in your benefits by attending*

We look forward to speaking with you at your mandatory child support appointment.

Your interview will be:

- By telephone on (DATE) \_\_\_\_\_ between 9am and 5pm. A child support staff member will call you at \_\_\_\_\_ for your mandatory interview.

If your telephone number is not on file with the Agency or if it has changed, please contact us at \_\_\_\_\_ at least 24 hours in advance to let us know.

- In person on (DATE) \_\_\_\_\_ at (TIME) \_\_\_\_\_. Please report to the following location for your mandatory interview:

Location Name:

Address:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Before the appointment, please complete and submit the Child Support Enrollment form and submit supporting documents. Information on which documents to submit and how to submit them is in this packet.



Before you go to your appointment, please read both “**LDSS-4279 Notice of Responsibilities and Rights for Support**” and “**W-280a Information for all potential child support applicants about getting child support safely**”. If you have any safety concerns after reading these documents, please contact your FIA worker, who will refer you to an HRA Domestic Violence Liaison. Together you can decide if child support is safe for you and your family.

Copies and translations of this and all referenced documents are available at <https://on.nyc.gov/custodialparent> or use the QR code to the right.



### **Need to change your appointment?**

For example, you have an in person appointment but want a telephone appointment. Please call us to request a change. It's important you call us at \_\_\_\_\_ at least 24 hours in advance to let us know.

### **What happens if I do not comply with child support?**

If you do not comply you may have your benefits reduced as follows:

- Your Cash Assistance benefit may be reduced by at least 25%;
- You may lose Medicaid for yourself;
- You may become ineligible for some rental assistance programs or have your rental supplement reduced;
- You won't receive up to \$200 per month in child support payments in addition to your Cash Assistance benefit – and more once you no longer need Cash Assistance.



**Do you have a medical or mental health condition or disability?** Does this condition make it hard for you to understand this notice or to do what this notice is asking? Does this condition make it hard for you to get other services at HRA? **We can help you.** Call us at **718-557-1399**. You can also ask for help when you visit an HRA office. You have a right to ask for this kind of help under the law.