

CHILD SUPPORT SUMMARY FORM
SUPREME COURT

COMPLETE FORM FOR EACH BASIC CHILD SUPPORT OBLIGATION ORDER<sup>1</sup>

A. Court: Supreme
B. County:
C. Index #:
D. Date Action Commenced:
E. Date Judgment/Order Submitted or Signed:
F. # of Children Subject to Child Support Order:
G. Annual Gross Income Adjusted for Maintenance:
H. Amount of Child Support Payment:
I. Additional Child Support:
J. Did the court make a finding that the child support award varied from the Child Support Standards Act amount?
K. If answer to "J" was yes, specify court's reason(s):
L. Maintenance/Spousal Support:
M. Value of Maintenance/Spousal Support:
N. Allocation of Property:

<sup>1</sup> Defined by FCA § 413(2) and DRL § 240 (1-b)(b)(2): "Child Support" shall mean a sum to be paid pursuant to court order or decree by either or both parents or pursuant to a valid agreement between the parties for care, maintenance and education of any unemancipated child under the age of twenty-one years.

**NEW YORK STATE UNIFIED COURT SYSTEM  
SUPPORT SUMMARY FORM: SUPREME COURT**

**INSTRUCTION SHEET**

Prepare one report for each proposed judgment or final order granted pursuant to Article 4 or 5 of the Family Court Act and DRL §240 and §236 B(9)(b), which includes a provision for child support (including modification of order).

**SUBMIT COMPLETED FORM TO:**

**Office of Court Administration  
Office of Court Research  
25 Beaver Street, Room 975  
New York, NY 10004**

**GENERAL INSTRUCTIONS: → ALL ITEMS MUST BE ANSWERED**

- If a number or amount in dollars is required and the answer is none, write 0.
- If a certain item is not applicable, write NA.
- If the information is unknown or not known to the party filling out the form, write UK.
- “mm/dd/yy” means “month/day/year”.

**SPECIAL INSTRUCTIONS FOR PARTICULAR ITEMS:**

- G. Use gross income figures from the last complete calendar year. Include maintenance received from a party spouse as income and deduct maintenance paid to a party spouse from income, but do not include child support.
- H. If the child support award is calculated weekly, multiply it by 52 for the annual amount; if biweekly, multiply it by 26, if semi-monthly, multiply it by 24, if monthly, multiply it by 12.
- M. If the maintenance award is calculated weekly, multiply it by 52 for the annual amount; if biweekly, multiply it by 26; if semi-monthly, multiply it by 24, if monthly, multiply it by 12. If the maintenance award calls for decreasing or increasing amounts (for example, a certain amount for five years and half that amount for another three years), then provide the average of the awards (total amount for all years divided by the number of years).

**NOTE:** THIS INFORMATION IS CONFIDENTIAL AND WILL BE USED FOR STATISTICAL PURPOSES ONLY.  
IT WILL NOT BE RETAINED IN THE CASE FILE.