

## PRO SE FORMS – MOTION TO MODIFY CHILD SUPPORT

These forms may be used to modify child support established in an existing case. If your case has been closed more than 90 days, you will be required to reopen your case.

### THIS PACKET CONTAINS:

1. **Motion to Modify Child Support**
2. **Certificate of Mailing/Delivery**
3. **Request for Hearing** *Use this form to request a hearing before the Judge assigned to your case.*



### PLEASE READ

- **REMEMBER – As a self-represented litigant, you are responsible for your case.** The District Court Clerk's Office will not provide any information as to how you should proceed with your case nor can they fill in any blanks on forms on your behalf.
- **You must fill out the paperwork correctly, request and attend hearings, check whether the respondent is filing paperwork, keep track of deadlines, etc.**
- **Type or print your forms.**
- **Make sure the pleadings are signed.**
- **File the forms with the court.**
- **Required number of copies:** An original and two (2) copies of each form must be filed.
- **If your case has been closed for more than 90 days, you will need to pay the filing fee:** \$137 - cash, cashier's check or money order, unless free process is approved.

STATE OF NEW MEXICO  
COUNTY OF \_\_\_\_\_  
SIXTH JUDICIAL DISTRICT COURT

\_\_\_\_\_  
Petitioner,

vs.

Case Number: D-\_\_\_\_\_-DM-\_\_\_\_\_

\_\_\_\_\_  
Respondent.

**MOTION TO MODIFY CHILD SUPPORT**

COMES NOW \_\_\_\_\_, and states:

1. In an order filed in this case on \_\_\_\_\_, \_\_\_\_\_, to pay  
\$\_\_\_\_\_ each week/month in child support.

2. I believe that the child support amount should be changed because:

☐ My child, \_\_\_\_\_, has reached the age of majority,

**OR**

☐ My income has changed as follows:

☐ I now work at \_\_\_\_\_. My gross  
income, before deductions is \$\_\_\_\_\_ each week/two  
weeks/month. I pay \$\_\_\_\_\_ for dependent health insurance  
each week/month. Dependent health insurance is/is not available.

**OR**

☐ My only income is from the following benefits program (for example,  
Worker's Compensation, unemployment benefits, Social Security disability  
Veteran's Administration disability, etc.) \_\_\_\_\_.  
I receive \$\_\_\_\_\_ each week/month from the program.

**OR**

☐ Other income change: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have attached copies of documents (for example: wage stubs, benefits letter, income tax records, etc.) that I believe prove what my income is.

**OR**

☐ I have too many expenses. I have attached a list of my monthly expenses.

**OR**

☐ Other reason to change the child support amount: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State & Zip

\_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
Email Address

Child Support Enforcement Division Case  
Number (if applicable): \_\_\_\_\_

STATE OF NEW MEXICO  
COUNTY OF \_\_\_\_\_  
SIXTH JUDICIAL DISTRICT COURT

\_\_\_\_\_  
Petitioner,

vs.

Case Number: D-\_\_\_\_-DM-\_\_\_\_\_

\_\_\_\_\_  
Respondent.

**CERTIFICATE OF MAILING/DELIVERY**

I, \_\_\_\_\_ (name), do hereby certify that I mailed a copy of Motion to  
Modify Child Support to \_\_\_\_\_ (name of opposing party) on this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_.

Address of opposing Party:

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State & Zip

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State & Zip

\_\_\_\_\_  
Telephone No.

# NOTICE

- Please provide the court with contact information for each party entitled to receive notice of the hearing.
- After you file your request for setting form, the Court will send you either a notice with the date and time for your hearing or a denial of your request.
- If you require the services of a Spanish interpreter, you must complete and file a Request for Interpreter form to ensure that a court interpreter will be present at the time of the hearing.

Si usted requiere los servicios de un intérprete en español, usted debe llenar y archivar la forma para pedir un intérprete para asegurar de que un intérprete de la corte este presente a la hora de la audiencia.

**4A-206. Request for hearing (domestic relations actions).**

STATE OF NEW MEXICO  
COUNTY OF \_\_\_\_\_  
SIXTH JUDICIAL DISTRICT

\_\_\_\_\_,  
Petitioner,

v.

No. D-\_\_\_\_\_-DM-\_\_\_\_\_

\_\_\_\_\_,  
Respondent.

**REQUEST FOR HEARING  
(domestic relations actions)<sup>1</sup>**

Assigned judge: \_\_\_\_\_

Matters to be heard: \_\_\_\_\_

Hearings presently set: \_\_\_\_\_

Amount of time requested: \_\_\_\_\_

(Provide names, mailing addresses, and telephone numbers of parties who need to be notified -  
attach a list if necessary.)

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Hearing requested by:

\_\_\_\_\_  
Signature of party

\_\_\_\_\_  
Name (*print*)

\_\_\_\_\_  
Mailing address (*print*)

\_\_\_\_\_  
City, state, and zip code (*print*)

\_\_\_\_\_  
Telephone number

## VERIFICATION OF SERVICE

I affirm under penalty of perjury under the laws of the State of New Mexico that on \_\_\_\_\_ (date), I (check the applicable item below and fill in all information)

[ ] mailed a copy of this request by United States mail, postage prepaid, to:

Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City, state, and zip code: \_\_\_\_\_;

[ ] delivered a copy of this request to \_\_\_\_\_ (the other party or the other party's attorney); or

[ ] faxed a copy of this request to \_\_\_\_\_ (the other party or the other party's attorney) using the following fax number: \_\_\_\_\_. The transmission was reported as complete and without error. The time and date of the transmission was \_\_\_\_\_ (a.m.) (p.m.) on \_\_\_\_\_ (date).

\_\_\_\_\_  
Signature of party

\_\_\_\_\_  
Date of signature

### USE NOTE

1. This form may be used anywhere in this state to request a hearing in a domestic relations action.

[Approved by Supreme Court Order No. 13-8300-010, effective for all pleadings and papers filed on or after May 31, 2013, in all cases pending or filed on or after May 31, 2013; as amended by Supreme Court Order No. 14-8300-011, effective for all pleadings and papers filed on or after December 31, 2014, in all cases filed or pending on or after December 31, 2014.]