

Please return to:
Landesamt für Finanzen NRW
40302 Düsseldorf

Request to pay child support arrears in instalments

I am applying to pay by instalments.

My details:

reference (Kassenzeichen) _____
Family name, Given name _____
Street name and number _____
Town and postcode _____
Telephone number _____
Date of birth _____

Details of my child/children:

Name of child: _____ reference (Aktenzeichen): _____
Name of child: _____ reference (Aktenzeichen): _____
Name of child: _____ reference (Aktenzeichen): _____

Amount of the instalment¹:

I would like the instalment arrangement to begin on _____ (*enter date*)
I am proposing these monthly payments (*please tick the appropriate box*):

€50 €75 €100 €_____ (€25 minimum)

Additional remarks

Payment by instalments is approved under these condition:

- Each instalment will be assigned to the oldest outstanding claim.
- We reserve the right to revoke the arrangement at any time.
- You agree to waive the statute of limitations.

- The entire outstanding balance will become due immediately if the deadline for payment of two instalments is exceeded by more than two weeks. Unless I agree, in writing, to another instalment arrangement, you should expect enforcement action to be taken, in other words, we reserve the right to send in the bailiffs.
- The fixed instalment is based on your current personal and financial circumstances. You must notify us, without delay and without being prompted, of any significant changes in your personal and financial circumstances so that we can redetermine the instalment. We expressly reserve the right to review your personal and financial circumstances.
- Please bear in mind that our options still include requests to the local tax office for refund intercepts, irrespective of this instalment arrangement.

Important:

Your application for payment by instalments is now under consideration.

Please attach current proof of income, if not done earlier.

The instalment arrangement with the State Office of Finance will only be effective after you receive written acknowledgement from us.

(Place, date)

(Signature of applicant)

ⁱ *If there are several children, the selected instalment amount will be equally split amongst them.*