

.01 Child Support Expense Verification

REVISION 35
(04/01/15 – 5/31/15)

Verify the legal obligation to pay child support and the current paid amount before allowing the expense.

Acceptable verification of the legal obligation to pay and amount of child support required to be paid includes the following:

- Court records
- Pay records or histories from the Clerk of the Court in Arizona or another state
- Division of Child Support Services (DCSS) documents showing the amount of support required to be paid
- SSA award letter when the child support is taken out of the SSA benefits

Acceptable verification of the court amount paid includes the following:

- Cancelled checks
- Copies of money orders made out to the custodial parent
- Receipts and pay histories from any state's child support centralized payment processing center
- Paycheck stub with garnishment amount
- DCSS documents showing the current amount being paid
- Written statement from a person not in the budgetary unit to whom payments are made (See [Written Verification](#))

See [Expense Verification](#) for additional information.