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| **Commonwealth of Massachusetts** Department of Revenue  Child Support Enforcement Division | **REQUEST FOR EQUITABLE APPLICATION ADJUSTMENT** |  | **Name: {{client}}**  **SSN: {{client.ssn}}**  **Case No: {{client.ssn}}** |

**IMPORTANT! You can request equitable adjustment of arrears owed to the Commonwealth only.  
Arrears owed to a custodial parent are not eligible for equitable adjustment.**

**Check List of Required Items**

**The following documentation must be submitted with your application or your application will be returned as incomplete. Indicate if any of the items are not applicable by writing N/A. DOR may require you to provide additional documentation as the evaluation of your request proceeds.**

***Unless DOR has specifically asked for the original document, please submit copies only*. *DOR will not return any documents to you.***

[X] **Completed Request for Equitable Adjustment (this two-page form).**

[X] **Completed Statement of Financial Condition.**

[ ] **Verification of Income**

Complete pay stubs for the past 3 months, or financial statements for the past 2 years if you are self-employed.

[ ] **Information from the Social Security Administration (SSA).**

Social Security Earnings Statement (required for all applicants). Go to [www.ssa.gov](http://www.ssa.gov) for instructions on requesting an Earnings Statement. If you receive Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI), attach a copy of the award letter.

[ ] **Bank Information**

Complete bank statements for all checking, savings and other bank accounts for the past 3 months.

[ ] **Medical Records**

Copies of any doctors’ letters, reports or medical records that support any claim of medical disability.

[ ] **Power of Attorney**

Power of Attorney if this offer is submitted by a designated representative.

**Authorization to Request Consumer Credit Report**

I, {{client}}, hereby authorize DOR to obtain, and all consumer credit reporting agencies to furnish,my full credit report in accordance with §§ 1681b(a)(2), (4) and (5), 1681b(f), 1681e and any other applicable sections of the Fair Credit Reporting Act (FCRA). (15 USC § 1681 et. seq.). I agree that DOR’s use of my credit report for collection and enforcement of my child support order is a permissible purpose as that term is defined in § 1681b of the FCRA. This authorization does not expire and any revocation of this authorization must be made in writing to DOR. Copies of this authorization are as good as the original.

{% if signature %}{{ signature }}{% else %}{% endif %} {% if signature\_date %}{{ signature\_date }}{% else %}{% endif %}

Signature Date

**Mail your completed and signed application, with *copies* of all required documents, to**: Department of Revenue  
Child Support Enforcement Division  
Attn:

F61710 04/17 12345

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