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Court of Common Pleas of York County, PA
Domestic Relations Section
York County Judicial Center
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York, PA 17401

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(717) 771-9605

(717) 771-9817 Fax

Hours:
7:30 AM to 4:30 PM
Weekdays

To have an agreement/stipulation established in the DRS you need to submit a Complaint for support, an Application for support and an Intake Questionnaire form which can be found @ www.childsupport.state.pa.us (click on the Child Support Form link). Parties may utilize the agreement form to modify terms of their present Order of Support or establish a new Order of Support.

**Any agreement/stipulation submitted to the DRS must have:
(incomplete forms will not be processed and will be returned)**

- A. Effective date when the agreement will start.
- B. The amount of support to be paid by the defendant **must be a monthly frequency** (the conversion from weekly/bi-weekly to monthly is NOT 4/2).
- C. You **MUST** include the monthly net incomes of the parties (or annual gross).
- D. You **MUST** include the amount of support that dependants would be entitled to in accordance with the PA child support guidelines. (You may use the child support estimator found on-line)
- E. The dependants' names and amount to be paid for **each**.
- F. There must be an amount designated to be paid on arrears. If not completed 10% of the charging order will be entered.
- G. The amount of credit to be granted (if applicable)
- H. If the agreement is for APL or Alimony the agreement must state that it may be paid through York County Domestic Relations. (an agreement may be submitted which is suspended contingent upon direct payment)
- I. You must state who will be providing the insurance as well as name and address of the insurance provider along with identification numbers
- J. There must be a provision for how any unpaid medical expenses over \$250.00 will be split (percentage between the parties).
- K. Both parties must date and sign the agreement.
- L. Contact information (phone numbers) to assist with processing agreement.
- M. Agreements posted in this office will incur an annual fee (subject to collection levels) in the amount of \$35.00 that will be remitted from payments made to plaintiff.

To file petitions you can go to the www.yorkcountypa.gov web site and follow the link for DRS at the bottom of the web site.

Medical support enforcement requests may be found at the York County web site as well.

In the Court of Common Pleas of York County, Pennsylvania
DOMESTIC RELATIONS SECTION

Plaintiff

vs.

Defendant

Docket Number _____
PACSES Case ID Number _____

DRO Case Number _____

AGREEMENT FOR ORDER OF SUPPORT

The parties in the above captioned case have come to an agreement for support which includes the following terms: (FORM WILL BE RETURNED UNLESS ALL ITEMS ARE COMPLETED)

The defendant shall pay \$_____ per month for the support of _____ allocated _____ effective _____

based upon the following monthly/annual gross/net incomes

\$_____ Defendant and \$_____ Plaintiff. Payments shall be made as the defendant is paid and garnished from his/her wages.

The plaintiff and defendant acknowledge the amount deviates from the guideline amount of \$_____ per month and wish to enter into this agreement

The defendant shall pay \$_____ per month on account of arrears (default is 10% of charging order). Credit is to be given for payments made directly to the plaintiff in the amount of \$_____.

Plaintiff/Defendant/Both shall provide health insurance which is currently through the following provider(s):

Name _____ Group# _____

Address _____ ID # _____

Name _____ Group# _____

Address _____ ID # _____

(If not provided herein, proof of medical coverage or application must be supplied within 30 days.)

The monthly support obligation includes cash medical support in the amount of \$250.00 annually for unreimbursed medical expenses incurred for each child and/or spouse. Unreimbursed medical expenses of the obligee or children that exceed \$250.00 annually shall be allocated _____% to the defendant and _____% to the plaintiff.

_____ The parties hereby authorize the Court of Common Pleas of York County, PA to immediately enter an order of support against the defendant pursuant to the terms of this agreement, with the same force and effect as though such an order had been made after formal hearing and appearance in Court

OR

_____ This order is automatically suspended contingent on direct payments. York County Domestic Relations retains jurisdiction for future modification purposes. Either party may request an account be established in Domestic Relations in the future consistent with this order by properly filing a Petition to Reinstate. A special court order would issue without a conference establishing such an account as of the date the request is filed. All enforcement remedies available to Domestic Relations would then apply to the case. If arrears and/or credit exist on the order as of the date a request to establish an account through Domestic Relations is made, same may be posted to the Domestic Relations account by special court order without a conference after submission of a Payment History and Affidavit of Balance by the moving party, service of same on the opposing party, and an opportunity for the opposing party to respond to the allegations. Parties are directed to keep accurate personal accounts of the amounts charged and paid directly, and to notify Domestic Relations within seven days, in writing, of any modifications of the terms of this order.

IN WITNESS WHEREOF, this agreement has been signed on _____ Date

_____ Witness _____ Plaintiff (Phone # _____)

_____ Witness _____ Defendant (Phone # _____)