

Convention on the International Recovery of Child Support and Other Forms of Family Maintenance

**Application for Establishment of a Decision**  
**(including where necessary the establishment of parentage)**  
(  Article 10(1) c)  Article 10(1) d)

CONFIDENTIALITY AND PERSONAL DATA PROTECTION NOTICE

*Personal data gathered or transmitted under the Convention shall be used only for the purposes for which it was gathered or transmitted. Any authority processing such information shall ensure its confidentiality, in accordance with the law of its State.*

*An authority shall not disclose or confirm information gathered or transmitted in application of this Convention if it determines that to do so could jeopardise the health, safety or liberty of a person in accordance with Article 40.*

A determination of non-disclosure has been made by a Central Authority in accordance with Article 40. If this box is ticked, information under sections 2 d, e, f and g and 5 should only be provided in the Restricted Information on the Applicant page of this form.

1. Requesting Central Authority file reference number: \_\_\_\_\_

2. Particulars of the applicant

- a. Family name(s): \_\_\_\_\_
- b. Given name(s): \_\_\_\_\_
- c. Date of birth: \_\_\_\_\_ (dd/mm/yyyy)
- d. Address: \_\_\_\_\_  
\_\_\_\_\_
- e. Telephone numbers: \_\_\_\_\_  
\_\_\_\_\_
- f. Fax number: \_\_\_\_\_
- g. E-mail: \_\_\_\_\_

3. Particulars of the person(s) for whom maintenance is sought or payable

3.1  Maintenance is sought or payable for the applicant named above

Parentage is established or presumed

Maintenance basis:

- parentage  *in loco parentis* or equivalent relationship
- marriage  analogous relationship to marriage
- affinity (please identify): \_\_\_\_\_
- grandparent  sibling  grandchild
- other: \_\_\_\_\_

- 3.2  Maintenance is sought or payable for the following child(ren)
- a. Family name(s): \_\_\_\_\_  
Given name(s): \_\_\_\_\_  
Date of birth: \_\_\_\_\_ (dd/mm/yyyy)
- Parentage is established or presumed
- Maintenance basis:  
 parentage  *in loco parentis* or equivalent relationship
- b. Family name(s): \_\_\_\_\_  
Given name(s): \_\_\_\_\_  
Date of birth: \_\_\_\_\_ (dd/mm/yyyy)
- Parentage is established or presumed
- Maintenance basis:  
 parentage  *in loco parentis* or equivalent relationship
- c. Family name(s): \_\_\_\_\_  
Given name(s): \_\_\_\_\_  
Date of birth: \_\_\_\_\_ (dd/mm/yyyy)
- Parentage is established or presumed
- Maintenance basis:  
 parentage  *in loco parentis* or equivalent relationship
- 3.3  Maintenance is sought or payable for the following person
- Family name(s): \_\_\_\_\_  
Given name(s): \_\_\_\_\_  
Date of birth: \_\_\_\_\_ (dd/mm/yyyy)
- Maintenance basis:  
 marriage  analogous relationship to marriage  
 affinity (please identify): \_\_\_\_\_  
 grandparent  sibling  grandchild  
 other: \_\_\_\_\_
- 3.4  Maintenance is sought or payable for additional children or persons, additional particulars are attached
4. Particulars (if known) of the debtor (respondent)
- a. Family name(s): \_\_\_\_\_  
b. Given name(s): \_\_\_\_\_  
c. Date of birth: \_\_\_\_\_ (dd/mm/yyyy)  
d. Personal identification number: \_\_\_\_\_  
(include name of country or territorial unit that issued the number)  
e. Residential address: \_\_\_\_\_  
\_\_\_\_\_  
f. Postal address: \_\_\_\_\_  
\_\_\_\_\_

- g. Any other information that may assist with the location of the debtor

---

---

5. Payments

- a. Details for electronic transfer of payments (if applicable)

Name of the bank: \_\_\_\_\_

NBIC: <sup>1</sup> \_\_\_\_\_

SWIFT-address: \_\_\_\_\_

IBAN: <sup>2</sup> \_\_\_\_\_

Account number: \_\_\_\_\_

Name of account holder: \_\_\_\_\_

Reference: <sup>3</sup> \_\_\_\_\_

- b. Details for payments by cheques (if applicable)

Cheque payable to: \_\_\_\_\_

Cheque to be sent to: \_\_\_\_\_

(address) \_\_\_\_\_

\_\_\_\_\_

Reference: <sup>3</sup> \_\_\_\_\_

6. This application is for the establishment of a decision in the requested State where:

- a.  there is no existing decision (Article 10(1) c)  
b.  recognition and enforcement of a decision is not possible or is refused because of the lack of a basis for recognition and enforcement under Article 20 or on the grounds specified in Article 22 b) or e) (Article 10(1) d))

7. Support / maintenance sought by the applicant<sup>4</sup> (specify currency<sup>5</sup> for each amount)

- Support / maintenance  
Please specify the amount: \_\_\_\_\_

Frequency of payments

week     two weeks     month     3 months     6 months

year     other (specify): \_\_\_\_\_

- Retroactive support / maintenance

Please specify date from which retroactive maintenance is sought:

\_\_\_\_\_ (dd/mm/yyyy)

Please specify the amount: \_\_\_\_\_

Frequency of payments

week     two weeks     month     3 months     6 months

year     single payment     other (specify): \_\_\_\_\_

<sup>1</sup> National Bank Identification Code.

<sup>2</sup> International Bank Account Number.

<sup>3</sup> Where needed to affect payment.

<sup>4</sup> Complete this section only if required by the requested State.

<sup>5</sup> Currency should be specified using the ISO code.

*Convention on the International Recovery of Child Support and Other Forms of Family Maintenance*

- Other payments, arrangements or conditions**  
Please specify: \_\_\_\_\_  
Please specify the amount: \_\_\_\_\_  
Frequency of payments  
 week       two weeks     month       3 months     6 months  
 year       other (specify): \_\_\_\_\_

**8. The following document(s) are attached in support of this application:**

- Birth certificate or equivalent  
 Acknowledgement of parentage by the debtor  
 Formal statement providing evidence relating to parentage  
 Decision of competent authority concerning parentage  
 Genetic test results  
 Adoption certificate  
 Certificate of marriage or similar relationship and date of divorce / separation  
 Formal statement providing evidence relating to common residence of the parties  
 Agreement between the parties relating to maintenance  
 Evidence of attendance at secondary or post-secondary educational institution  
 Evidence of disability  
 Financial Circumstances Form  
 Statement of arrears or payment history  
 Other evidence in accordance with the law of the requested State  
 Decision of the requested State refusing recognition and enforcement

**9.  Please initiate enforcement measures once the decision is established**

**10. Other information:** \_\_\_\_\_  
\_\_\_\_\_

**11. Attestations**

- This application was completed by the applicant and reviewed by the requesting Central Authority**
- This application complies with the requirement of the Convention (Article 12(2)). The information contained in this application and the attached documents correspond to and are in conformity with the information and documents provided by the applicant to the requesting Central Authority. The application is forwarded by the Central Authority on behalf of and with the consent of the applicant.**

Name: \_\_\_\_\_ (in block letters)  
Authorised representative of the Central Authority

Date: \_\_\_\_\_  
(dd/mm/yyyy)

## Restricted Information on the Applicant

Application for Establishment of a Decision  
(including where necessary the establishment of parentage)  
(  Article 10(1) c )  Article 10(1) d )

N.B. The requesting Central Authority has determined that information under sections 2 d, e, f and g and 5 on this page shall not be disclosed or confirmed for the protection of the health, safety or liberty of a person. Such a determination shall according to Article 40(2) be taken into account by the requested Central Authority.

1. Requesting Central Authority file reference number: \_\_\_\_\_

2. Particulars of the applicant

- a. Family name(s): \_\_\_\_\_
- b. Given name(s): \_\_\_\_\_
- c. Date of birth: \_\_\_\_\_ (dd/mm/yyyy)
- d. Address: \_\_\_\_\_  
\_\_\_\_\_
- e. Telephone numbers: \_\_\_\_\_  
\_\_\_\_\_
- f. Fax number: \_\_\_\_\_
- g. E-mail: \_\_\_\_\_

5. Payments

a. Details for electronic transfer of payments (if applicable)

Name of the bank: \_\_\_\_\_  
NBIC: \_\_\_\_\_  
SWIFT-address: \_\_\_\_\_  
IBAN: \_\_\_\_\_  
Account number: \_\_\_\_\_  
Name of account holder: \_\_\_\_\_  
Reference: \_\_\_\_\_

b. Details for payments by cheques (if applicable)

Cheque payable to: \_\_\_\_\_  
Cheque to be sent to: \_\_\_\_\_  
(address) \_\_\_\_\_  
Reference: \_\_\_\_\_

This application was completed by the applicant and reviewed by the requesting Central Authority

This application complies with the requirement of the Convention (Article 12(2)). The information contained in this application and the attached documents correspond to and are in conformity with the information and documents provided by the applicant to the requesting Central Authority. The application is forwarded by the Central Authority on behalf of and with the consent of the applicant

Name: \_\_\_\_\_ (in block letters)  
Authorised representative of the Central Authority

Date: \_\_\_\_\_  
(dd/mm/yyyy)