



**Child Support-Modification  
ANSWERING SUPPLEMENTAL PETITION TO MODIFY**

**Please be aware that if you have been served with a Supplemental Petition, you have 20 calendar days from the date you were served to file an Answer. If you do not file an Answer within that time, a Default can be entered against you. This means everything the opposing party requested in his/her Supplemental Petition can be awarded by the Judge without your input.**

**Forms Needed**

The forms you will need initially can be found at: [www.flcourts.org](http://www.flcourts.org) under the heading "Family Law Forms"

Those initial forms are:

12.903(e)-Answer to Supplemental Petition

12.902(d)-Uniform Child Custody Jurisdiction and Enforcement Act Affidavit

12.902(j)-Notice of Social Security Number

12.902(b) or 12.902(c)-Family Law Financial Affidavit

-Use 12.902(b) if your gross income is less than \$50,000 per year

-Use 12.902(c) if your gross income is \$50,000 or more per year

12.932-Certificate of Compliance with Mandatory Disclosure

-Due 45 days after service of the Petition

## **Instructions**

Complete the above forms

Have the forms notarized

Make 2 copies of each form and take all of them to the Clerk of Courts and ask the clerk to stamp all of them

The originals will be filed with the Clerk of Courts

Send one copy of each form the opposing party or his/her attorney

Keep one copy of each form for yourself

Later in your case Family Court Services may require you to file other forms. The forms can be found at the website above or [www.coj.net](http://www.coj.net). Type the words "required local forms" next to "search" and click on "Required Local Forms."

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## **Filing Fees**

There are filing fees associated with filing your case. If you do not have the money to pay for the filing fee, you can request a fee waiver by filing an Application For Determination Of Civil Indigent Status which is also available at [www.flcourts.org](http://www.flcourts.org). If your application is denied, you must pay the entire filing fee before your case can be filed.

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Clerk of Courts:

Duval County Clerk of Court  
501 West Adams St., Rm. 2474  
Jacksonville, FL 32202

Clay County Clerk of Courts  
P.O. Box 698  
Green Cove Springs, FL 32043

Nassau County Clerk of Courts  
76347 Veteran's Way  
Yulee, FL 32097