

## ACCOUNT STATEMENTS AND AUDITS

To request a statement of your child support account you must put your request in writing to the Friend of the Court.

If questions arise or a parent believes that there is the possibility of an error they will need to submit a written statement of the perceived error(s), attach it to a copy of the account statement and submit it to the Friend of the Court. The written statement must describe the error in question, where the parent believes the error occurred, why the parent believes there is an error and any additional information that they have to support their assertion. When the Friend of the Court receives the statement it will review your information and provide a response. If an audit is necessary it will be performed from the date where the error is believed to have occurred. If a full audit is necessary only one audit per case will be done. After that only audit updates will performed for future disagreements.