

APPLICATION FOR CHILD SUPPORT SERVICES

Dear Applicant:

We are pleased to provide you with the information you requested about applying for child support services. The services available through the child support program include: location of the non-custodial parent, establishment of paternity, establishment and enforcement of child support and medical support, review and adjustment of child support orders, and collection and disbursement of child support payments.

APPLICATION FORMS: Enclosed in this packet are two forms: 1) *Application for Support Enforcement Services*; and 2) *Information for Child Support Services*; and the *How to Get Help* brochure.

Please read the application forms carefully and answer all questions completely, using full names. Please type or neatly print this information, as this information will be entered into our computer system. You must complete a separate set of forms for each person from whom you want support.

APPLICATION FEE: There is a \$15.00 **non-refundable** application fee, which must be paid at the time you submit your forms. Only one (1) \$15.00 application fee is required. The application fee may be paid by certified check, cashier's check, or money order and must be made payable to the **Maryland Child Support Account**. However, if you are a current or former recipient of Temporary Cash Assistance or Medical Assistance benefits in the State of Maryland, you may qualify for an exemption from the fee.

OTHER DOCUMENTS: Please attach copies of the following items that apply to your situation: marriage certificate; adoption certificate or affidavit of parentage; social security cards for you and your children; divorce decree; guardianship, child support, custody, paternity, civil or ex parte orders.

WHERE TO MAIL APPLICATION: The completed application forms, \$15.00 application fee (if required), and other relevant documents should be mailed to the Child Support Office in the county where you reside. **See reverse side for location addresses.**

PROCESSING YOUR APPLICATION: Upon receipt of your complete application package, the child support agency will review your case to determine what action must be taken. Failure to provide the necessary information or documentation, if it is applicable to you, will result in your application being returned to you for you to provide the required information. You will be contacted if it is necessary for you to appear in person at the child support agency. If you are requesting enforcement of an existing child support order, the child support agency will automatically send a notice to the non-custodial parent to direct the child support payments to the Central Collection's Office, and any payments received will promptly be forwarded to you.

QUESTIONS: If you have any questions, please call 1-800-332-6347.

Physical and Mailing Addresses

*PLEASE NOTE: These addresses are for Child Support locations and mailings. Not all CSA offices are located at the same location as [local DSS offices](#).

<p>Allegany County Mailing Address & Location: 1 Frederick Street Cumberland, MD 21502</p>	<p>Anne Arundel County Mailing Address: P.O. Box 1870 Annapolis, MD 21404 Location: 44 Calvert Street Annapolis, MD 21401</p>	<p>Baltimore City Mailing Address & Locations: 1900 North Howard Street, Suite 102 Baltimore, MD 21218 And, Mondawmin Mall 2401 Liberty Heights Avenue Suite 4645 Baltimore, MD 21215</p>
<p>Baltimore County Mailing Address & Location: 170 W. Ridgely Road, Suite 200 Lutherville, MD 21093-5114</p>	<p>Calvert County Mailing Address & Location: 200 Duke Street Prince Frederick, MD 20678</p>	<p>Caroline County Mailing Address: P.O. Box 400 Denton, MD 21629 Location: 300 Market Street Denton, MD 21629</p>
<p>Carroll County Mailing Address: P.O. Box 930 Westminster, MD 21158 Location: 1232-D Tech Court Westminster, MD 21157</p>	<p>Cecil County Office of Child Support Mailing Address: P.O. Box 1160 21922-1160 Elkton, MD Location: 170 East Main Street Elkton, MD 21921</p>	<p>Charles County Mailing Address: P.O. Box 1010 La Plata, MD 20646 Location: 200 Kent Avenue La Plata, MD 20646</p>
<p>Dorchester County Mailing Address: P.O. Box 259 Cambridge, MD 21613 Location: 627 Race Street Cambridge, MD 21613</p>	<p>Frederick County Mailing Address: P.O. Box 3066 Frederick, MD 21705 Location: 1888 North Market Street Frederick, MD 21701</p>	<p>Garrett County Mailing Address & Location: 12578 Garrett Highway Oakland, MD 21550</p>

Harford County

Mailing Address & Location:

101 S. Main Street Suite 200
Bel Air, MD 21014

Howard County

Mailing Address & Location:

9780 Patuxent Woods Drive
Columbia, MD 21046

Kent County Office of Child
Support

Mailing Address & Location:

315 High Street, Suite 208
Chestertown, MD 21620

Montgomery County

Mailing Address:

51 Monroe Street, Suite 811
Rockville, MD 20850

Location:

51 Monroe Street, 10th Floor
Rockville, MD 20850

Prince George's County

Mailing Address & Location:

4235 28th Avenue, Suite 135
Temple Hills, MD 20748

Queen Anne's County

Mailing address:

P.O. Box 387
Centerville, MD 21617

Location:

125 Comet Drive
Centreville, MD 21617

St. Mary's County

Mailing Address:

Joseph D. Carter Bldg.
P.O. BOX 509
Leonardtown, MD 20650

Location:

23110 Leonard Hall Drive
Leonardtown, MD 20650

Somerset County

Mailing Address:

P.O. Box 369
Princess Anne, MD 21853

Location:

30397 Mt. Vernon Road
Princess Anne, MD 21853

Talbot County

Mailing Address & Location:

301 Bay Street, Unit 5
Easton, MD 21601

Washington County

Mailing Address:

P.O. Box 1419
Hagerstown, MD 21741-1419

Location:

122 North Potomac Street
Hagerstown, MD 21741

Wicomico County

Mailing Address & Location:

309 Calvert Street, Suite 101
Salisbury, MD 21801

Worcester County

Mailing Address:

P.O. Box 39
Snow Hill, MD 21863

Location:

299 Commerce Street
Snow Hill, MD