

FL-676-INFO Information Sheet: Request for Determination of Support Arrears

When do I use form FL-676?

Use this form if the local child support agency is involved in your child support case and you:

- ÿ Disagree with how much in back support (arrears) they say is owed; or
- ÿ They refused to adjust the back support (arrears) for the time you were in jail, prison, juvenile detention, or a mental health facility for longer than 90 days and couldn't pay support.

Do NOT use form FL-676 to change the order

If you want to change the support order, you need to file a *Request for Order* (form FL-300) and an *Income and Expense Declaration* (form FL-150) See [form FL-300-INFO](#) for more information.

How do I get a court date?

Step 1: Fill out the form (in black or blue ink)

- 1 Put your name, address, and contact information at the top of the form. Next, enter the court name and address. Then insert the names of the Petitioner, Respondent, and Other Party, and the case number. (You can find this information on your child support order.)
- 2 Start with item 4 to tell the court why you want the back support (arrears) changed.
 - Item 4(a): Tell the court if you asked for the local child support agency to conduct an administrative review of support payments received.*
 - Item 4(b): Tell the court if you've attached a printout listing payments received by the local child support agency.*
(*Note: You can file this request without first asking for an administrative review or attaching a printout from the local child support agency.)
 - Item 5(a): Attach your own support payment history, breaking down how much was owed and how much was paid each month. (You can use forms [FL-420](#) and [FL-421](#) for this purpose.)



ÿ **Item 5(b):** Tell the court if after **December 31, 2020**, your child support order was entered or modified and you were also confined.*

(If your child support order was entered or modified between **October 8, 2015**, and **December 31, 2019** and you were confined* during the same time-frame, you may also qualify for relief. Talk to the [family law facilitator](#) in your county for more information.)

*To qualify, you must be incarcerated or confined for more than 90 days in a row.

List the start and end dates of your incarceration or confinement and attach proof.

- ÿ **Item 5(c):** Tell the court if the order gives other reasons for stopping (suspending) child support.
- ÿ **Item 5(d):** If the other items don't apply, tell the court why the back support should be adjusted.
- ÿ **Item 6:** Tell the court what paperwork (evidence) you have attached to your request.

- 3 Enter the date, print your name, and sign the form to tell the court that everything in your paperwork is true and correct.

Step 2: Make copies of your court papers

Make three sets of copies of your request, including any attachments, and keep the signed originals.

Step 3: File your request with the court

- 1 Take your originals, plus the three sets of copies, and file them with the court clerk. Find your court here: www.courts.ca.gov/find-my-court.htm
- 2 The court clerk will fill out item 1 with information about your court hearing date and return the three sets of copies to you with a "filed" stamp in the top right corner.



Tip: Check your [local court's website](#) to see if you can file your request electronically (e-file).

- 3 You will not be charged a fee to file this request.

Step 4: Have someone "serve" your request

- 1 Service is the act of giving your court papers to the local child support agency and the other party in the case. Service can be done in person or by U.S. mail.
- 2 A "server" (someone else 18 years or older) must serve your request. You can not serve your own court papers.
- 3 Give two sets of copies of your request, plus any attachments, to your server.
- 4 There are two options for service:

Option 1

Your server must hand-deliver or mail both sets of copies to the local child support agency, which will then send one set to the other party. To do this option, your server must deliver the papers at least **30 days** before the court date.

Option 2

Your server must hand-deliver or mail one set of copies to the local child support agency and one set to the other party. To do this option, your server must deliver the papers at least **16 court days** before the court date. (Add **5 more days** if served by mail.)

- 5 Your server must then complete, sign, and date a *Proof of Service* form to tell the court where and when your request was delivered.

In person: Have your server fill out form FL-330.

By mail: Have your server fill out form FL-335.

- 6 Double check the *Proof of Service* form to make sure your server correctly completed and signed the form. File the original form, plus one copy, with the court at least one week before your court date.

Go to your court hearing

- 1 You must appear at your court hearing or else your request can be denied. Check your local court's website to see if the court is conducting hearings in person or remotely (by videoconference). Complete and file form FL-679 if you want to appear by phone.



- 2 For information about what to expect at the hearing: www.selfhelp.courts.ca.gov/request-for-order/LCSA/hearing.

How can I get free help?

Every county has a family law facilitator that can:

- ÿ Explain the legal process;
- ÿ Give you free legal forms; and
- ÿ Help you fill out court papers.



Depending on your county, the facilitator may help you in person, online, or by phone. Talk to the facilitator in your county for more information.

Ask for a Disability Accommodation Request



If you have a disability and need an accommodation while you are at court, you can use form MC-410 to make your request. For more information, see form MC-410-INFO.

Do you need a court interpreter?

If you don't speak or understand English very well, you may need a court interpreter to help you in court. You can use form INT-300 to request an interpreter for your court hearing. Ask the court clerk or family law facilitator in your county for more information.

I got served with a Request for Determination of Support Arrears. Now what?

If you disagree with the requests made by the other party in form FL-676, you need to:

- ÿ File and serve your own court papers, at least **9 court days** before the court date; and
- ÿ Appear at the court hearing.

To respond to the request, file and serve:

- ÿ *Response to Governmental Notice of Motion or Order to Show Cause* (form FL-685); and
- ÿ Your own payment history. (You can use forms FL-420 and FL-421 for this purpose.)

See Step 4 for more information about serving court papers and use Option 2.