

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

<p>Harford County  <b>Mailing Address &amp; Location:</b>  101 S. Main Street Suite 200  Bel Air, MD 21014</p>	<p>Howard County  <b>Mailing Address &amp; Location:</b>  7121 Columbia Gateway Drive  Columbia, MD 21046</p>	<p>Kent County Office of Child Support  <b>Mailing Address &amp; Location:</b>  315 High Street, Suite 208  Chestertown, MD 21620</p>
<p>Montgomery County  <b>Mailing Address:</b>  51 Monroe Street, Suite 811  Rockville, MD 20850  <b>Location:</b>  51 Monroe Street, 10th Floor  Rockville, MD 20850</p>	<p>Prince George's County  <b>Mailing Address &amp; Location:</b>  4235 28th Avenue, Suite 135  Temple Hills, MD 20748</p>	<p>Queen Anne's County  <b>Mailing address:</b>  P.O. Box 387  Centerville, MD 21617  <b>Location:</b>  125 Comet Drive  Centreville, MD 21617</p>
<p>St. Mary's County  <b>Mailing Address:</b>  Joseph D. Carter Bldg.  P.O. BOX 509  Leonardtown, MD 20650  <b>Location:</b>  23110 Leonard Hall Drive  Leonardtown, MD 20650</p>	<p>Somerset County  <b>Mailing Address:</b>  P.O. Box 369  Princess Anne, MD 21853  <b>Location:</b>  30397 Mt. Vernon Road  Princess Anne, MD 21853</p>	<p>Talbot County  <b>Mailing Address &amp; Location:</b>  301 Bay Street, Unit 5  Easton, MD 21601</p>
<p>Washington County  <b>Mailing Address:</b>  P.O. Box 1419  Hagerstown, MD 21741-1419  <b>Location:</b>  122 North Potomac Street  Hagerstown, MD 21741</p>	<p>Wicomico County  <b>Mailing Address &amp; Location:</b>  309 Calvert Street, Suite 101  Salisbury, MD 21801</p>	<p>Worcester County  <b>Mailing Address:</b>  P.O. Box 39  Snow Hill, MD 21863  <b>Location:</b>  299 Commerce Street  Snow Hill, MD</p>