



**OFFICE OF THE PROSECUTING ATTORNEY
ERIC M. HOFFMAN, PROSECUTOR
46TH JUDICIAL CIRCUIT
DELAWARE COUNTY, INDIANA
FAMILY SUPPORT DIVISION**

100 W. MAIN STREET, SUITE 304
MUNCIE, IN 47305

TELEPHONE 765-747-7774
FAX: 765-747-7758

Date: _____

Name: _____

Title IV-D Case No: _____

NCP Name: _____

The Title IV-D Child Support Program has been advised that you wish to close the above referenced IV-D case. Please carefully review the information below. If you meet the criteria to close your case, understand the consequences and ramifications of case closure, and still wish to close your case: please sign and date below and return it to the address provided.

Eligibility for Case Closure

Your Case Cannot Be Closed If You Are Currently Receiving Assistance As A TANF Recipient.

If your case was previously a public assistance case (AFDC/TANF), the state will process support payments and tax offsets in accordance with the applicable federal and state IV-D law governing the distribution of collections.

Consequences of Case Closure

- Once a case closure form is signed by you, the child support order that is in effect at the time this closure is signed, remains in full force and effect. The support order is NOT abated. The child support payor must continue to pay child support pursuant to that order.
- To assure timely delivery of support payments, you must promptly notify the Clerk of the Circuit Court of any change in your address.
- If you wish to abate or modify child support after you sign this case closure form, you must do so on your own or hire an attorney to do so on your behalf.
- Any child support arrearages owed to the custodial parent cannot be waived.
- The Family Support Division of the Prosecutor's Office will only pursue enforcement of IV-D arrears (money owed to the State) on this case if any exist.

- You will not be entitled to receive any support enforcement services from the family support division of the prosecutor’s office. These services include paternity establishment, parent locator, establishment and enforcement of support orders, income withholding orders, and tax refund offsets.
- Once you sign this Case Closure Request, and if there are no IV-D arrears (money owed to the State) the Prosecutor’s Office Family Support Division will no longer have a legal interest in this case.
- If you wish to receive IV-D child support services in the future as a non-TANF recipient, you will be required to fill out and sign a new application for family support services.
- If you become a TANF recipient in the future, you will again be referred to the IV-D program, and your participation and cooperation will be required.

Case Closure Request

If your case is eligible for closure and after reading the above information, you wish to have it closed, please sign and return the attached Case Closure Request form to:

DELAWARE COUNTY PROSECUTOR
 FAMILY SUPPORT DIVISION
 100 W. Main Street, Suite 304
 Muncie, IN 47305

YOUR CASE WILL REMAIN OPEN UNTIL THIS SIGNED FORM IS RETURNED THE PROSECUTOR’S OFFICE.

I hereby affirm that I have read and understand the consequences and ramifications of case closure that have been provided to me in writing. I believe my case to be in a status that allows it to be closed at my request, and I understand the ramifications of my decision. I am therefore requesting that my Title IV-D child support case be closed upon receipt of this notice.

PRINTED NAME: _____

SIGNATURE: _____

DATE SIGNED: _____