

# INSTRUCTIONS / IV-D APPLICATION

**The IV-D APPLICATION** must be completed and signed at the time child support is issued or modified (prior to hearing or submission of agreed entry).

The application is **not** used for spousal support only cases.

The application does not need to be completed if the case is already IV-D. The CSEA Liaison Office can identify if an application is on file at the CSEA. The CSEA Liaison Office is located on the 5<sup>th</sup> floor at 373 S. High Street **(614) 525-4232**.

**NOTE REGARDING EFILING:** the IV-D application must be **efiled** for cases that are under mandatory efiling.