

## **Procedures for Petitions for Modification St. Petersburg Child Support Hearing Officer**

This form should be used when you are asking the court to change a current court-ordered child support obligation. The court can change a child support order if the judge finds that there has been a substantial change in the circumstances of the parties and the change is in the child(ren)'s best interest.

### **In order to get a hearing on your Petition for Modification you must:**

1. Complete the attached form.
2. Sign the form before a notary public or deputy clerk.
3. File the original form with the clerk of the circuit court in the county where your child support order was entered. If your child support order was entered in another state or if the child(ren) live in another state, you should speak with an attorney about where to file this form.
4. Serve a copy of the Petition on BOTH the individual Petitioner and the Department of Revenue.
5. Once the Petition has been served on BOTH the individual Petitioner and the Department of Revenue, you must call the Office of the Child Support Hearing Officer at (727) 582-7732 for a hearing date. **No hearing will be set on your petition unless you request a hearing date from the office of the Child Support Hearing Officer.** All hearings in St. Petersburg for child support are conducted at: **545 First Avenue N, 3rd Floor, Room 302, St. Petersburg, FL 33701.**

Detailed instructions for Family Law Form 12.905(b), as well as additional information for self represented parties, are available at [www.flcourts.org](http://www.flcourts.org). For additional information or assistance, please contact Pinellas County Clerk of the Circuit Court's Self Help Center at (727) 582-7941 or the Pro Se Office of the Family Law Division at (727) 582-7200.