



Osage Nation Child Support

1333 Grandview Ave.

Pawhuska, OK 74056

Phone: (918) 287-5458

Fax: (918) 287-5577

Email: oncss@osagenation-nsn.gov

Dear Applicant,

The **Osage Nation Child Support Office ("ONCSS")** works in collaboration with federal, state, and tribal agencies to improve the welfare of children residing within the jurisdiction of the Osage Nation through the establishment of paternity and/or a child support order, modification of a child support order, and the enforcement of a child support order through legal and administrative remedies.

Program Eligibility

Any child under the age of majority residing within the Osage Nation's jurisdiction is eligible to receive child support services through this program. In the event, the minor child(ren) listed on the application are not within the Osage Nation's jurisdiction, ONCSS will accept the application and work with the customer to ensure the application is forwarded to the appropriate state or tribal agency,

Should you wish to retain the services of ONCSS, please read and complete each section of attached application and return all requested documents to the office of ONCSS. Our application and full policy can be found on the Osage Nation Web Site (osagenation-nsn.gov/services/child-support-services).

Application Checklist

- ☐ Application (complete each Section 1 - 8)
- ☐ Custodial Parent Statement of Understanding (Section 9)
- ☐ Copies of state issued birth certificates for all children
- ☐ Copies of CDIB cards for Applicant and Children (if applicable)
- ☐ Copies of Social Security Cards for Applicant and Children
- ☐ Copies of all court orders, Divorce Decree, Paternity Affidavits, etc... (if applicable)
- ☐ Copy of Applicant's photo identification
- ☐ Request Transfer Case Form (if applicable)
- ☐ Authority for Release of Information Form
- ☐ Financial Affidavit Form
- ☐ Two Copies of recent payroll stubs
- ☐ Special Power of Attorney (if applicable)



The Osage Nation Child Support Department is located at 1333 Grandview Ave., Pawhuska, Oklahoma. Mailing address; PO Box 1299, Pawhuska, Oklahoma. Fax 918-287-5577. Office hours are Monday – Friday from 8:00 am to 4:30 pm. (excluding Osage Nation Holidays). If you have any questions, please contact the office at 918-287-5458.

Sincerely

Michael Kidder

Michael Kidder
Osage Nation
Director, Child Support Services





OSAGE NATION CHILD SUPPORT SERVICES

1333 Grandview Avenue
PO Box 1299
Pawhuska, OK 74056
(918) 287-5458 Fax (918) 287-5577
oncsc@osagenation-nsn.gov

OFFICE USE ONLY

Referred by:
Walk-in _____
Website _____
ICW _____
WIC _____
Child Care _____
Head Start _____
TANF _____

Person Requesting Services: _____
Name

_____ Date of Application

Section I: Absent Parent – Person Responsible for Paying Child Support

	Last	First	Middle	Maiden
Legal Name:				
AKA:				
Social Security Number:	Date of Birth:	Present Marital Status:	Sex: ☐ Male ☐ Female	
Mailing Address:	City		State	Zip Code
Residential Address:	City		State	Zip Code
County of Residence:	Home Phone Number:	Cellular Phone Number:	Birth City/State, if known:	
Race:	Affiliated Tribe(s):	CDIB Cardholder: ☐ Yes ☐ No ☐ Unknown	Identifying Marks:	
Height:	Weight:	Eye Color:	Hair Color:	
Employer Name:	City		State	Zip Code
Work/Fax Phone Numbers:	Income: \$_____ Hour/Week/Month	Approx. Date of Employment:	Currently Incarcerated: ☐ Yes ☐ No ☐ Unknown	
Currently in the Military: ☐ Yes ☐ No ☐ Unknown	Branch of Service, if applicable:	Currently Retired: ☐ Yes ☐ No ☐ Unknown	Currently Disabled: ☐ Yes ☐ No ☐ Unknown	
Vehicle Information:	Year/Make/Model:	Color	Tag Number:	Tribal Tag? ☐ Yes ☐ No
To your knowledge, has Non-Custodial Parent consulted an attorney concerning child support? ☐ Yes ☐ No If so, provide attorney's name, address, and phone number.				
Name, Address, and phone number of additional contact person:				Relationship
Additional information concerning Non-Custodial Parent, a friend, email address , phone number, type of job this person has worked, etc...:				

Section II: Custodial Parent – Person that should receive Child Support

	Last	First	Middle	Maiden
Legal Name:				
AKA:				
AKA:				
Social Security Number:	Date of Birth:	Present Marital Status:	Sex: ☐ Male ☐ Female	
Mailing Address:	City	State	Zip Code	
Residential Address:	City	State	Zip Code	
County of Residence:	Home Phone Number:	Cellular Phone Number:	Birth City/State:	
Race:	Affiliated Tribe(s):	CDIB Cardholder: ☐ Yes ☐ No	Identifying Marks:	
Employer Name:	City	State	Zip Code	
Work Phone Number:	Income: \$ _____ Hour/Week/Month	Date of Employment:	Email:	
Currently Retired: ☐ Yes ☐ No	Currently Disabled: ☐ Yes ☐ No	Currently in the Military: ☐ Yes ☐ No	Branch of Service, if applicable:	
Vehicle Information:	Year/Make/Model:	Color	Tag Number:	Tribal Tag? ☐ Yes ☐ No
How is Custodial Parent related to the Children?		If not biological parent, does Custodial Parent have legal custody of Children?		
If married, current spouse's name:				
Name and Address of additional contact person for you:				Relationship
Has an attorney been consulted concerning the enforcement of child support? ☐ Yes ☐ No If so, provide attorney's name and address.				
Additional information concerning Custodial Parent:				

Section III: Children

Child 1:

Legal Name:	Last	First	Middle
Social Security Number:	Date of Birth:	Does this child live with you? ☐ Yes ☐ No	Sex: ☐ Male ☐ Female
Relationship of Child to the Applicant:		Is there a current Child Support Order for this Child? ☐ Yes ☐ No	
Mailing Address:		City	State Zip Code
County of Residence:	Home Phone Number:		Birth City/State:
Race:	Affiliated Tribe(s):	CDIB Card: ☐ Yes ☐ No ☐ Unknown	
Is child in school? ☐ Yes ☐ No	Current Grade:	Name of School, address of school, and phone number of school:	
Is the father's name on the birth certificate? ☐ Yes ☐ No Father's Name:	Is Paternity in Question? ☐ Yes ☐ No Father's Name:		

Child 2:

Legal Name:	Last	First	Middle
Social Security Number:	Date of Birth:	Does this child live with you? ☐ Yes ☐ No	Sex: ☐ Male ☐ Female
Relationship of Child to the Applicant:		Is there a current Child Support Order for this Child? ☐ Yes ☐ No	
Mailing Address:		City	State Zip Code
County of Residence:	Home Phone Number:		Birth City/State:
Race:	Affiliated Tribe(s):	CDIB Card: ☐ Yes ☐ No ☐ Unknown	
Is child in school? ☐ Yes ☐ No	Current Grade:	Name of School, address of school, and phone number of school:	
Is the father's name on the birth certificate? ☐ Yes ☐ No Father's Name:	Is Paternity in Question? ☐ Yes ☐ No Father's Name:		

Section IV: Children continued

Child 3:

Legal Name:	Last	First	Middle
Social Security Number:	Date of Birth:	Does this child live with you? ☐ Yes ☐ No	Sex: ☐ Male ☐ Female
Relationship of Child to the Applicant:		Is there a current Child Support Order for this Child? ☐ Yes ☐ No	
Mailing Address:		City	State Zip Code
County of Residence:	Home Phone Number:		Birth City/State:
Race:	Affiliated Tribe(s):	CDIB Card: ☐ Yes ☐ No ☐ Unknown	
Is child in school? ☐ Yes ☐ No	Current Grade:	Name of School, address of school, and phone number of school:	
Is the father's name on the birth certificate? ☐ Yes ☐ No Father's Name:		Is Paternity in Question? ☐ Yes ☐ No Father's Name:	

Child 4:

Legal Name:	Last	First	Middle
Social Security Number:	Date of Birth:	Does this child live with you? ☐ Yes ☐ No	Sex: ☐ Male ☐ Female
Relationship of Child to the Applicant:		Is there a current Child Support Order for this Child? ☐ Yes ☐ No	
Mailing Address:		City	State Zip Code
County of Residence:	Home Phone Number:		Birth City/State:
Race:	Affiliated Tribe(s):	CDIB Card: ☐ Yes ☐ No ☐ Unknown	
Is child in school? ☐ Yes ☐ No	Current Grade:	Name of School, address of school, and phone number of school:	
Is the father's name on the birth certificate? ☐ Yes ☐ No Father's Name:		Is Paternity in Question? ☐ Yes ☐ No Father's Name:	

Section V: Domestic Violence

Have you or your children ever experienced any type of abuse during this relationship? ☐ Yes ☐ No	
Type: ☐ Physical ☐ Verbal ☐ Sexual	
Has a Protective Order ever been issued against you or the NCP? ☐ Yes ☐ No	If so, when and where?
Do you feel that you or the children are at risk of physical harm at this time? ☐ Yes ☐ No	
Do you feel that you or the children may become at risk of physical harm at some point in the future? ☐ Yes ☐ No	

Section VI: Tribal/State TANF Information

Are you or your children currently receiving TANF? ☐ Yes/State ☐ Yes/Tribal ☐ No If yes, beginning date:	Have you or your children ever received TANF? ☐ Yes/State ☐ Yes/Tribal ☐ No If yes, beginning/ending date:
If yes, case manager's name and location:	
Are you or your children currently receiving any other type of Tribal or State Assistance? ☐ Yes ☐ No If yes, what type and where?	

Section VII: Court Information

The following section pertains to all court documents and information concerning an existing child support case. Please provide as much information as possible or information you may feel is relevant to child support. Attach all copies of Child Support Orders, Divorce Decree, Child Custody Orders, Paternity Orders, Domestic Violence, etc.	
Have you appeared in court for the following? ☐ Child support ☐ Legal paternity ☐ Divorce ☐ Child custody ☐ Domestic violence ☐ Modification of an existing order	
If so, what court and when?	
Has child support been ordered? ☐ Yes ☐ No If so, what court ordered support? Amount of monthly support: \$	
Would you object to having your case transferred to Osage Tribal Court? ☐ Yes ☐ No If so, please explain.	
Has a judgment been entered for past due support? ☐ Yes ☐ No If so, what court entered judgment? Judgment amount: \$	
Has a modification ever taken place? ☐ Yes ☐ No If so, where?	
Is there any legal action presently pending concerning the children in this case? ☐ Yes ☐ No If so, please explain.	
Are the children currently, or have they been in the past, in the custody of Indian Child Welfare (ICW) or State Child Welfare? ☐ Yes ☐ No If so, give details.	
What was the relationship between the father and the mother of the children? ☐ Never married ☐ Married/living apart ☐ Divorced	List the months and years lived together with beginning and ending dates:
If Married: Date of Marriage City County State	

Section VIII: Custodial Parent Affidavit of Child Support Received

☐ I have not received any child support payments from the non-custodial parent.

☐ I have received child support payments from the non-custodial parent. These payments were made directly to me. These payments were not collected through a Tribal or State Child Support Agency. These payments were made for the following children:

1. _____ 4. _____
 2. _____ 5. _____
 3. _____ 6. _____

	Year	Year	Year	Year	Year	Year	Year	Year
January								
February								
March								
April								
May								
June								
July								
August								
September								
October								
November								
December								

Signature of Custodial Parent: _____ Date: _____

***OFFICE PERSONNEL ONLY* - Case Initiation:**

N.C.P. Client No. _____ C.P. Client No. _____
 Child 1 Client No. _____ Child 2 Client No. _____ Child 3 Client No. _____
 Child 4 Client No. _____ Child 5 Client No. _____ Child 6 Client No. _____

***OFFICE PERSONNEL ONLY* - ONFGN & Case No:**

NCP ONFGN: _____ CP Case No. _____ Active: ☐ Yes ☐ No
☐ Pending

Intake interview conducted by: _____ Date: _____
 (Signature)

Section IX: Custodial Parent Statement of Understanding

I understand the Osage Nation Child Support Services (ONCSS) is here to act in the interest of children's rights and to use all of its resources to ensure parents financially support their children. I understand the information I provide will be kept from the general public but may be used as needed to collect support from the obligor. I authorize the release of any necessary information to law enforcement officers, public officials, courts or others to assist me in collecting child support or medical support. I authorize the ONCSS to make any necessary investigation or request to verify the information I have given.

I understand ONCSS attorneys or child support staff does not represent me.

I agree to complete necessary forms and affidavits as requested, provide DNA if requested and attend court to provide testimony.

I understand ONCSS will notify me in writing if a case has been identified as a potential conflict case. Conflict cases involve but are not limited to a mother, father, step mother, step father, brother, sister, step brother, step sister, son, daughter, step son, step daughter, half brother, half sister, ex-spouse, in-laws, and acquaintance. You, as a Custodial Parent will be given 10 days to respond. Cases of this nature will then automatically be assigned to an external child support agency for enforcement unless otherwise directed within the 10 working days.

I agree to cooperate fully with ONCSS, law enforcement officers and the court. I will notify ONCSS of an address change either for myself or for the non-custodial parent. I agree to provide information requested to assist in locating and collecting child support from the non-custodial parent.

I understand ONCSS cannot guarantee that it can determine who the biological father of my child is or collect the money from the obligor.

I understand ONCSS cannot help with issues such as custody and property settlements. I agree to notify ONCSS of all private attorneys hired to collect or modify child support or spousal support for myself.

I understand that my case will be closed if I do not notify ONCSS of direct payments.

I understand it is law that ONCSS will collect money owed to the tribe or state for any TANF/AFDC my children received in the past or is/are currently receiving. Any amount of money collected that is more than what is due every month for current support will be paid to the tribe or state for any TANF/AFDC paid to my children or me in the past.

I understand and agree to all the terms above. I understand that if I violate any of the agreements or fail to cooperate with ONCSS, my case will be closed. The information provided in this application is true and correct to the best of my knowledge.

In accordance with 45 CFR §309.65(a)(2) and PIQ-07-02, Oklahoma Child Support Services will automatically submit arrearages owed in a ONCSS case for federal tax offset refund in accordance with the memorandum of understanding.

****Sign in front of Notary.**

Applicant's signature: _____ Date: _____

Signature of Parent/Legal Guardian of Applicant, if not of legal age: _____

State of Oklahoma)
) ss.
County of _____)

The foregoing instrument was executed before me this ____ day of _____, 20____.

Notary Public
Commission Number: _____
My Commission Expires: _____

The following documents must be attached to this Application:

- ☐ Copies of state-issued birth certificates for all children
- ☐ Copies of CDIB cards for Applicant and children
- ☐ Copies of social security cards for Applicant and children
- ☐ Copies of all court orders, Divorce Decree, Paternity Affidavits, etc.
- ☐ Copy of Applicant's driver's license

REQUEST TO TRANSFER CASE

*This form **MUST** be signed before a Notary Public or Clerk of the Court.*

Date: _____

NCP: _____

FGN: _____

I, _____, hereby request that my child support case be transferred to Osage Nation Child Support Services and understand that no further action will be taken by Oklahoma Child Support Services. This request is being made for the following reason(s):

Please forward the above file to:

Osage Nation Child Support Services
P.O. Box 1299
Pawhuska, OK 74056
(918) 287-5458

SIGNATURE: _____ DATE: _____

~~~~~◇~~~~~

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) ss.

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(SEAL)

\_\_\_\_\_  
Notary Public or Clerk of the Court  
Commission Number: \_\_\_\_\_  
My commission expires: \_\_\_\_\_



# OSAGE NATION CHILD SUPPORT SERVICES

1333 Grandview Avenue  
PO Box 1299  
Pawhuska, OK 74056  
(918) 287-5458 Fax (918) 287-5577  
oncss@osagenation-nsn.gov

## AUTHORITY FOR RELEASE OF INFORMATION

To Whom It May Concern:

I hereby authorize any investigator bearing this release, or a copy thereof to obtain any information relating to my activities from schools; credit bureaus; residential management agents; employers; criminal justice agencies or individuals. This information may include and is not limited to, academic; residential; achievement; performance; attendance; personal history; disciplinary; arrest or conviction records. I hereby direct you to release such information upon request of the bearer. I understand that the information released is for official use and may be disclosed to such third parties as necessary in the fulfillment of official responsibilities.

I hereby release any individual, including record custodians; from any and all liability for damages of whatever kind of nature, which may at any time result to me on account of compliance, or any attempts to comply with this authorization. Should there be any questions as to the validity of this release, you may contact me as indicated below.

**Date:** \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**Signature (full name):** \_\_\_\_\_

**Full name (printed):** \_\_\_\_\_

**Aliases:** \_\_\_\_\_  
(include any married names, nicknames and/or maiden names)

**Social Security number:** \_\_\_\_-\_\_\_\_-\_\_\_\_ **Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Current address:** \_\_\_\_\_

**Telephone number:** (\_\_\_\_) \_\_\_\_-\_\_\_\_

The request of your Social Security number is a means to uniquely identify your application records within our tribal files. By providing an accurate Social Security number and full name you assure the accomplishment of application process.

FGN:

## FINANCIAL AFFIDAVIT

Name: \_\_\_\_\_ DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_ SSN: \_\_\_\_-\_\_\_\_-\_\_\_\_

Mailing Address: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Phone No: \_\_\_\_\_ Cell No: \_\_\_\_\_

Employer: \_\_\_\_\_ How Long: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Employer Address \_\_\_\_\_ Occupation: \_\_\_\_\_

Wages: \$ \_\_\_\_\_ Per hour ( ) Week ( ) Month ( ) Year ( ) Unemployed? \_\_\_\_\_

Last Employer: \_\_\_\_\_ Term Date: \_\_\_\_\_

Daycare: Private: Yes \_\_\_ No \_\_\_ DHS: Yes \_\_\_ No \_\_\_ Tribal: Yes \_\_\_ No \_\_\_ Full time \_\_\_ Parttime \_\_\_

Monthly Payment \_\_\_\_\_ List Children w/Daycare: \_\_\_\_\_

Are children covered under your Medical Insurance Policy? Yes \_\_\_ No \_\_\_

Insurance Co: \_\_\_\_\_ Insurance Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Policy No.: \_\_\_\_\_

Actual Amount of Insurance Premium for child(ren) of this action: Wkly \$ \_\_\_\_\_ Bi-Wkly: \$ \_\_\_\_\_ Monthly: \$ \_\_\_\_\_

Are child(ren) covered by Indian Health Service: Yes \_\_\_ No \_\_\_ List Dependents names and ages, of this action, listed on policy: \_\_\_\_\_

Do you have biological children in the home older than the children of this case? Yes \_\_\_ No \_\_\_ How many? \_\_\_\_\_

Names/Dates of Birth: \_\_\_\_\_

Amount of child support actually paid to children NOT of this action: \$ \_\_\_\_\_ Paid to Whom? \_\_\_\_\_

Spousal maintenance received: \$ \_\_\_\_\_ Child support received: \$ \_\_\_\_\_ Other monies received: \$ \_\_\_\_\_

Do you have a License? Yes \_\_\_ No \_\_\_ License Number/ State: \_\_\_\_\_

Technical License – What type? \_\_\_\_\_ Number \_\_\_\_\_

Do you receive a Per Capita? \_\_\_ Yes \_\_\_ No From what Tribe/Agency: \_\_\_\_\_

Do you have an IIM Account? \_\_\_ Yes \_\_\_ No From what Tribe/Agency: \_\_\_\_\_

Comments:

**ATTACH LAST TWO COPIES OF RECENT PAYROLL STUBS TO THIS FORM.**

Signature

Date

State of \_\_\_\_\_  
County of \_\_\_\_\_

I certify that \_\_\_\_\_ signed this affidavit before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public

My Commission Expires: \_\_\_\_\_

09/2017