

STATE OF WISCONSIN**OUTAGAMIE COUNTY**

In re the Marriage / Paternity of:

Petitioner: _____ CASE # _____

-vs-

Respondent: _____ IVD # _____

Whereas the undersigned parties appeared without a written motion having been served and,

- A. Whereas the payment record of the Court now provides in relevant part as follows:

- B. And, whereas, the parties do hereby agree that, as of _____, the payment record shall be changed to read as follows:

- C. And, Whereas, the above changes are requested for the following reasons:
 Direct payment
 Other (explain)

Now therefore the undersigned parties pay that an order amending Judgment be entered forthwith and without further notice incorporating the terms of this Stipulation.

Petitioner

Date

Respondent

Date

ORDER AMENDING JUDGMENT

Upon the foregoing Stipulation and the entire record herein,

It is hereby ordered that the Judgment herein is hereby amended according to the terms of said Stipulation. All prior orders in effect at the time of entry of this order remain in effect unless directly in conflict with this order.

Child Support Agency Action:

- Approved
- Not approved because: _____
- Not required

Signature of Child Support Representative

Date

INSTRUCTIONS

HOW TO COMPLETE A STIPULATION AND ORDER AMENDING PAYMENT RECORD.

1. Complete the top of the STIPULATION form. Keep the caption the same as it was in the **original action**. That is, if you were designated the **Respondent** in the original action, you continue to be the **Respondent** in this action.
2. Complete section # **A** regarding what the payment record says now.
3. Complete section # **B** regarding the changes to which both parties are agreeing. Be specific as to the date you want the changes to be effective and exactly which party will have what obligation, if applicable.
4. Complete section # **C** giving **in detail** the reason you are requesting the changes.
5. Next, both parties need to sign the stipulation.
6. If there is **any public assistance involved**, the **Child Support Agency must approve** your stipulation **BEFORE** you seek the approval of the Family Court Commissioner.
7. Take the original to the office of the Family Court Commissioner for approval and signature. The Family Court Commissioner may require that you both come in to discuss your agreement. *If the secretary is unavailable to receive the stipulation, please place it in the mail slot with your name and phone number where she can reach you once the stipulation is approved, or if there are any questions.*
8. Make copies of the STIPULATION AND ORDER for both parties and the Child Support Agency.
9. Take the original and all copies to the Clerk of Courts office. File the original and have the copies authenticated. (File stamped)
10. It is your obligation to make sure that all parties receive their copies.