KEY - necessary information: as needed:



one of these must be ticked

# Application for Establishment of a Decision
## (including where necessary the establishment of parentage)

(☐ Article 10(1) *c*) ☐ Article 10(1) *d*))

**CONFIDENTIALITY AND PERSONAL DATA PROTECTION NOTICE**

Mandatory in risk cases

***Personal data gathered or transmitted under the Convention shall be used only for the purposes for which it was gathered or transmitted. Any authority processing such information shall ensure its confidentiality, in accordance with the law of its State.***

***An authority shall not disclose or confirm information gathered or transmitted in application of this Convention if it determines that to do so could jeopardise the health, safety or liberty of a person in accordance with Article 40.***

☐ ***A determination of non-disclosure has been made by a Central Authority in accordance with Article 40. If this box is ticked, information under sections 2 d, e, f and g and 5 should only be provided in the Restricted Information on the Applicant page of this form.***

**1. Requesting Central Authority file reference number:** _____

**2. Particulars of the applicant**

**a. Family name(s):** _____

**b. Given name(s):** _____

**c. Date of birth:** _____ **(dd/mm/yyyy)**

**d. Address:** Art. 11(1) a), but not displayed in risk cases _____

_____

**e. Telephone numbers:** _____

_____

**f. Fax number:** _____

**g. E-mail:** _____

**3. Particulars of the person(s) for whom maintenance is sought or payable**

**3.1** ☐ **Maintenance is sought or payable for the applicant named above**

☐ **Parentage is established or presumed** where applicable

**Maintenance basis:** Art. 11(1)e) grounds on which application based

☐ parentage ☐ *in loco parentis* or equivalent relationship
☐ marriage ☐ analogous relationship to marriage
☐ affinity (please identify): _____
☐ grandparent ☐ sibling ☐ grandchild
☐ other: _____

**3.2** ☐ **Maintenance is sought or payable for the following child(ren)**

Provided child maintenance is sought and the child is not already the applicant

**a. Family name(s):** _____

**Given name(s):** _____

**Date of birth:** _____ **(dd/mm/yyyy)**

☐ **Parentage is established or presumed**

**Maintenance basis:**

☐ parentage ☐ *in loco parentis* or equivalent relationship

**b. Family name(s):** _____

**Given name(s):** _____

**Date of birth:** _____ **(dd/mm/yyyy)**

☐ **Parentage is established or presumed**

**Maintenance basis:**

☐ parentage ☐ *in loco parentis* or equivalent relationship

**c. Family name(s):** _____

**Given name(s):** _____

**Date of birth:** _____ **(dd/mm/yyyy)**

☐ **Parentage is established or presumed**

**Maintenance basis:**

☐ parentage ☐ *in loco parentis* or equivalent relationship

Provided there are several children

**3.3** ☐ **Maintenance is sought or payable for the following person**

Provided that person's data has not already been entered under „applicant"

**Family name(s):** _____

**Given name(s):** _____

**Date of birth:** _____ **(dd/mm/yyyy)**

**Maintenance basis:**

☐ marriage ☐ analogous relationship to marriage

☐ affinity (please identify): _____

☐ grandparent ☐ sibling ☐ grandchild

☐ other: _____

**3.4** ☐ **Maintenance is sought or payable for additional children or persons, additional particulars are attached**

if there are more persons iSupport will have to produce an attachment to the form

**4. Particulars (if known) of the debtor (respondent)**

Art. 11(1) c) name and, if known, address and date of birth

**a. Family name(s):** _____

**b. Given name(s):** _____

**c. Date of birth:** _____ **(dd/mm/yyyy)**

**d. Personal identification number:** _____
**(include name of country or territorial unit that issued the number)**

**e. Residential address:** _____

_____

**f. Postal address:** _____

_____

**g. Any other information that may assist with the location of the debtor**

_____

_____

**5. Payments**

**a. Details for electronic transfer of payments (if applicable)**

**Name of the bank:** _____

**NBIC:** [1] _____

**SWIFT-address:** _____

**IBAN:**[2] _____

**Account number:** _____

**Name of account holder:** _____

**Reference:**[3] _____

**b. Details for payments by cheques (if applicable)**

**Cheque payable to:** _____

**Cheque to be sent to:** _____

**(address)** _____

_____

**Reference:**[3] _____

either 5a or 5b must be filled in, Art. 11(1) f)

in risk cases the payment details of the person at risk will not be displayed, Art. 40

**6. This application is for the establishment of a decision in the requested State where:**

**a.** ☐ **there is no existing decision (Article 10(1) *c)*)**

**b.** ☐ **recognition and enforcement of a decision is not possible or is refused because of the lack of a basis for recognition and enforcement under Article 20 or on the grounds specified in Article 22 *b)* or *e)* (Article 10(1) *d)*)**

one box must be ticked

**7. Support / maintenance sought by the applicant**[4] **(specify currency**[5] **for each amount)**

☐ **Support / maintenance**
**Please specify the amount:** _____
**Frequency of payments**
☐ **week** ☐ **two weeks** ☐ **month** ☐ **3 months** ☐ **6 months**
☐ **year** ☐ **other (specify):** _____

☐ **Retroactive support / maintenance**
**Please specify date from which retroactive maintenance is sought:**
_____ **(dd/mm/yyyy)**
**Please specify the amount:** _____
**Frequency of payments**
☐ **week** ☐ **two weeks** ☐ **month** ☐ **3 months** ☐ **6 months**
☐ **year** ☐ **single payment** ☐ **other (specify):** _____

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[1] National Bank Identification Code.
[2] International Bank Account Number.
[3] Where needed to affect payment.
[4] Complete this section only if required by the requested State.
[5] Currency should be specified using the ISO code.

☐ **Other payments, arrangements or conditions**
**Please specify:** _____
**Please specify the amount:** _____
**Frequency of payments**
☐ **week** ☐ **two weeks** ☐ **month** ☐ **3 months** ☐ **6 months**
☐ **year** ☐ **other (specify):** _____

**8. The following document(s) are attached in support of this application:**

depends on case and circumstances; important to consult Country Profile for the requested State, see paras 587 of the Practical Handbook for Caseworkers

☐ Birth certificate or equivalent
☐ Acknowledgement of parentage by the debtor
☐ Formal statement providing evidence relating to parentage
☐ Decision of competent authority concerning parentage
☐ Genetic test results
☐ Adoption certificate
☐ Certificate of marriage or similar relationship and date of divorce / separation
☐ Formal statement providing evidence relating to common residence of the parties
☐ Agreement between the parties relating to maintenance
☐ Evidence of attendance at secondary or post-secondary educational institution
☐ Evidence of disability
☐ Financial Circumstances Form
☐ Statement of arrears or payment history
☐ Other evidence in accordance with the law of the requested State
☐ Decision of the requested State refusing recognition and enforcement

No equivalent in EU Annex VII

**9.** ☐ **Please initiate enforcement measures once the decision is established**

**10. Other information:** _____

_____

**11. Attestations**

☐ **This application was completed by the applicant and reviewed by the requesting Central Authority**

☐ **This application complies with the requirement of the Convention (Article 12(2)). The information contained in this application and the attached documents correspond to and are in conformity with the information and documents provided by the applicant to the requesting Central Authority. The application is forwarded by the Central Authority on behalf of and with the consent of the applicant.**

**Name:** _____ **(in block letters)** **Date:** _____
**Authorised representative of the Central Authority** **(dd/mm/yyyy)**

In risk cases

# Restricted Information on the Applicant

**Application for Establishment of a Decision**
**(including where necessary the establishment of parentage)**
**(☐ Article 10(1) *c*) ☐ Article 10(1) *d*))**

**N.B. The requesting Central Authority has determined that information under sections 2 d, e, f and g and 5 on this page shall not be disclosed or confirmed for the protection of the health, safety or liberty of a person. Such a determination shall according to Article 40(2) be taken into account by the requested Central Authority.**

**1. Requesting Central Authority file reference number:** _____

**2. Particulars of the applicant**

**a. Family name(s):** _____
**b. Given name(s):** _____
**c. Date of birth:** _____ **(dd/mm/yyyy)**
**d. Address:** _____
_____
**e. Telephone numbers:** _____
_____
**f. Fax number:** _____
**g. E-mail:** _____

**5. Payments**

**a. Details for electronic transfer of payments (if applicable)**
**Name of the bank:** _____
**NBIC:** _____
**SWIFT-address:** _____
**IBAN:** _____
**Account number:** _____
**Name of account holder:** _____
**Reference:** _____

**b. Details for payments by cheques (if applicable)**
**Cheque payable to:** _____
**Cheque to be sent to:** _____
**(address)** _____
_____
**Reference:** _____

☐ **This application was completed by the applicant and reviewed by the requesting Central Authority**

☐ **This application complies with the requirement of the Convention (Article 12(2)). The information contained in this application and the attached documents correspond to and are in conformity with the information and documents provided by the applicant to the requesting Central Authority. The application is forwarded by the Central Authority on behalf of and with the consent of the applicant**

**Name:** _____ **(in block letters)** **Date:** _____
**Authorised representative of the Central Authority** **(dd/mm/yyyy)**