

PIEDMONT DISPUTE RESOLUTION CENTER

Post Office Box 809

Warrenton, Virginia 20188-0809

(540) 347-6650

Fax: (540) 347-4689

REQUIRED DOCUMENTATION FOR CHILD & SPOUSAL SUPPORT CASES

CASE NAME: _____

CASE #: _____ DATE: _____

Parties participating in mediation who have child or spousal support cases before the court **must** bring the following information/documentation with them to their first session:

1. Full Name: _____

Address _____

Social Security # _____

Phone Numbers _____

2. Employer's Name _____

Address: _____

Phone Number _____

3. Drivers License number and State of issue: _____

4. Business License numbers relevant to your employment: _____

5. Documentation of income: income tax forms, W-2's, three current pay stubs: _____

6. Documentation that proves health/dental/vision insurance coverage for children: insurance card with policy number, amount of insurance premium attributable to the child/children only (check with employer for this information): _____

7. Documentation that shows proof of childcare costs related to employment: (receipts, statement from child care provider): _____

8. Does either parent presently receive TANF (Temporary Assistance to Needy Families) from DSS on behalf of the child that is the subject of this case? Yes _____ No _____. If "Yes", who has received this assistance and for how long? _____