John Doc 123 Main Street Allentown, Pennsylvania 18103 Phone: 610-532-2444

November 21, 2014

Child Support Enforcement Agency 7000 Court Ave. Allentown, Pennsylvania 18103

Re: Request for Child Support Obligation Review

To Whom it May Concern:

Please accept this letter as a formal request to review my current child support obligation for my children:

Charles Doe April 4 2007 Joseph Doe April 15 2002

I am currently obligated to pay Janet Doe child support in the amount of \$1200.00 per month. This monthly obligation was defined in Case # 23435242, in Lehigh County, Pennsylvania, signed and dated on March 5, 2008. I am requesting this review because it has been 3 years since the last review was performed.

For your reference, I have attached to this letter past W-2 Statements along with past Federal Tax Returns to help verify income.

If you need additional information, please contact me at 123 Main Street, Allentown, Pennsylvania 18103 or by phone at 610-532-2444. If necessary, you can contact Janet Doe (the obligee) at 1037 Washington Terrace, Allentown, Pennsylvania 18103.

Thank you for your time and consideration,

John Doe

cc: Ted Smith, Attorney at Law

Sample Letter Requesting Child Support Modification

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