

**Louisiana Department of Children and Family Services
Child Support Enforcement Section**

Date

Notice of Child Support Delinquency - Intent to Suspend Licenses

LASES No.: _____
Noncustodial Parent: _____
Custodial Parent: _____
Docket No.: _____
Court: _____

Dear Sir/Madam:

According to our records, you owe past-due support in the amount of \$ _____.
The Department of Children and Family Services can suspend the license of anyone who owes child support that is 90 days past due or who failed to provide medical support for their child.

This notice is to inform you that the Department plans to suspend all licenses that belong to you. This includes but is not limited to: driver's license, occupational license, hunting and fishing license, vehicle registration.

You can request a hearing within 20 days by sending your request in writing to the address at the top of this notice. The request must be postmarked within 20 days from the date on this notice.

You will receive instructions from the Division of Administrative Law to access the hearing by telephone. **ONLY WHETHER OR NOT YOU OWE ARREARS/PAST DUE SUPPORT WILL BE ADDRESSED AT THE HEARING!**

During the hearing, you can explain why you are not making the required support payments **BUT YOU CANNOT DISCUSS ANYTHING ELSE.**

If you do not wish to request a hearing, then you can avoid the loss of your license by paying the full amount due. If you cannot make full payment at this time, then you must enter into a written agreement to:

- bring your payments current; or
- make payments toward the past due balance.

If you do not contact us to resolve this matter or choose to ignore this notice, we will take action to suspend your license(s).

You have the right to ask for a review of the child support amount if you think you cannot afford the support.

If you ask for a review, your case worker will review the amount to determine if an adjustment is in order and refer the case to court.

All child support payments must be mailed to:

**Centralized Collection Unit
P.O. Box 260222
Baton Rouge LA 70826**

Please contact our office today at **1-888-524-3578** or follow these simple steps to send your caseworker a message from your child support account:

- Sign in using your LA CAFÉ account.
- Click on the Check My Cases link on the page labeled My Account.
- Click on Child Support Enforcement Details located under General Information.
- Click on the Child Support Enforcement Message Center link.
- Click on Submit a Question and send your questions or information.

For additional information and answers to frequently asked questions, visit www.dcfsl.a.gov/

Sincerely,

Agency Representative/Case Worker