

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:

Louisiana Revised Statutes 9:315.40 through 315.48 give the Department of Children and Family Services the authority to require the suspension of licenses of payors who are 90 days delinquent in payment of child support and/or who have failed to provide medical support as required by an order of support. We have identified you as being at least 90 days delinquent in the case shown above. We have determined you owe past-due support of \$ _____ and you are not making regular payments. This is your notice that the Department intends to submit your name to the licensing authorities for suspension of any and all licenses that you may have. The law applies to any license, certification, registration, permit, approval, or other similar documents evidencing admission to or granting authority for any of the following:

- a) Engaging in a profession, occupation, business, or industry.
- b) Operating a motor vehicle (issuance of a drivers license).
- c) Registering a motor vehicle (issuance of a license plate).
- d) Participating in any sporting activity, including fishing and hunting.

When the suspension involves a motor vehicle registration or license plate, you will not be able to renew the license plate and it may be seized, and no one will be allowed to use the vehicle. If you have more than one vehicle registered to you, the registration for all of the vehicles will be suspended. If your spouse uses one of the vehicles, he or she may advise the Department by sending a notarized statement to that effect to the address at the top of this letter. Upon receipt of the affidavit, the Department may not suspend the registration for that particular vehicle.

If you feel you are not 90 days in arrears in making payment in full for current support or in making periodic payments on a support arrearage pursuant to an agreement with this agency or as ordered by the court or you are maintaining health insurance coverage as ordered by the court, the law allows you to request an administrative hearing. Any request for a hearing must be sent in writing to the address at the top of this letter within 20 days of receipt of this notice. If you request an administrative hearing, it will be conducted at Child Support Enforcement Section, _____, _____ Louisiana. You must come to this street address for the Administrative Law Judge to conduct the hearing in person or by telephone. The **ONLY** issue that will be considered is whether you are, or are not, in compliance with your support order. **NO OTHER ISSUES WILL BE ALLOWED!** The Department will present its evidence regarding your delinquency. You will be given the opportunity to explain why you feel that you are in compliance with your order of support.

If you wish to prevent the loss of your licenses, you must immediately pay the full amount due, or enter into a written agreement with the Department to begin making regular payments for current support and agree to a plan to liquidate the arrears. If you wish to enter into a written agreement to begin making regular payments, please contact your case worker immediately for an appointment, or come into the office. If you do not pay the full amount of arrears or enter into a written agreement within 20 days of the receipt of this notice, we will take action to suspend all of your licenses by sending a notice of noncompliance to all licensing agencies and entities that issue such licenses.

We urge you to take the appropriate action to avoid the loss of your licenses. Please contact your case worker immediately to work out an agreement to pay current and past due support. Your case worker will make every effort to assist you in this matter. If your circumstances have changed since the order was issued, you can ask for a review to determine if the order should be adjusted.

Sincerely,

Agency Representative/Case Worker