

Alft & Wilson Publishing Form 1 Preparation Notes

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Preparing an accurate Form 1 is difficult. The court may not accept your form, especially if it is based on inaccurate information. Some lawyers in Iowa offer “unbundled” services which means that they will help you prepare a Form 1, for a small fee. Check our website for details and a listing of lawyers who will help you under the “Litigant Information” button. www.iowasupportmaster.com

Before you proceed to order the software, use the free calculator on our website. This will give you an idea of what you need to prepare your Form 1. This information form may not include all information you may need. Go to our website and look for the “Free Child Support Calculation” button.

Use accurate information. Sometimes it is impossible to know the exact numbers and, in those cases, use common sense and your best judgement. You may need to explain to the court how you arrived at any number. Be prepared to respond. If you “guess” at numbers, the form will not be accurate, and it will be rejected by the court. Judges will examine your forms and check the results. Do not waste your time and money. Do it right the first time because you will be paying a fee to use the software.

Your name: _____ Email: _____

Children Data (“Number of Children for Support” area.)

1. How many children are involved in your case? _____ (children considered as dependents are those who are age 0 – 18 but 19 and still in high school, you would include them).
2. Are you planning on having Shared Physical Care? This means that each party will have the children half the time. Example, one week with mom then next week with dad. If your answer is yes, skip question number 3 below.
3. Approximately how many days will the non-custodial parent have visitation per year with the child(ren). Example: every other weekend Friday- Sunday and two weeks in the summer is 66 days per year – 26 weekends X 2 days plus 14 days. Add every other holiday, let’s say 7 more days and you are up to 73 days. If the non-custodial parent is going to have the kids all summer, you may reach one of these milestones.

_____ 0 – 127 days

_____ 128 – 147 days

_____ 148 – 166 days

_____ 167 or more days.

Qualified Additional Dependents

Do you the other party in your case have children **with another person**? If so, they are known as Qualified Additional Dependents. If you have them, you can claim them which may affect the child support result. A qualifying child(ren) must be, in fact, children. Grown kids, kids who have graduated from college are not children and they do not qualify as a QADD. Please read our help file on this subject before you indicate a response.

How many QADDs:

Mom: _____

Dad: _____

Income Data

You must enter the income of each party into the software. Don't guess. If you simply cannot find out what the other party earns, provide your best estimate. You may have to explain this to the court so don't exaggerate. Do not provide a phony number for your own income either. The judge may ask to see your W2 from the prior year. A negative number is not allowed.

Sometimes self-employed individuals will claim so many deductions that they have a net-loss of income (farmers). If your case involves such, you will need to seek out a family law attorney. Do not proceed!

4. Gross Yearly WAGE Income:

Dad \$ _____

Mom \$ _____

5. Gross Yearly SELF-EMPLOYMENT Income:

Dad \$ _____

Mom \$ _____

6. Gross Yearly ALIMONY Income:

Dad \$ _____

Mom \$ _____

7. Gross Yearly Unearned Taxable Income:

Dad \$ _____

Mom \$ _____

8. If you have other income that is not, for example subject to FICA or Federal Tax, provide the following:

Dad - Income Description: _____

Income Amount: \$ _____

Check the boxes that apply these taxes:

Federal Tax – FICA – State Tax – Pension

Mom - Income Description: _____

Income Amount: \$ _____

Check the boxes that apply these taxes:

Federal Tax – FICA – State Tax – Pension

Tax Information Data

Please read our help files. If, for example, you have one child at issue in your case, you both cannot claim the child. Likewise, if you have one child, both cannot file as Head of House hold.

9. How many children will dad claim as tax dependents under age 16: _____

10. How many children will mom claim as tax dependents under age 16: _____

11. How many children will dad claim as tax dependents 17 or older: _____

12. How many children will mom claim as tax dependents 17 or older: _____

13. Is dad over the age of 65? Yes – No

14. Is mom over the age of 65? Yes – No

15. Is dad blind? Yes – No

16. Is mom blind? Yes – No

17. The filing status on dad’s next tax return will be (these are the only options allowed by the guidelines. If you don’t understand, read the help files.):

Single: _____

Head of Household: _____

Married filing Separated: _____

18. The filing status of the mom’s tax return will be:

Single: _____

Head of Household: _____

Married filing Separated: _____

Additional Tax Credits – School Tax

19. You may indicate dad’s School District Surtax Rate in the program.

20. You may indicate mom’s School District Surtax Rate in the program.

Federal Tax Credits

21. Dad:

a. Tax Description: _____

b. Tax Amount \$ _____

22. Mom:

a. Tax Description: _____

b. Tax Amount \$ _____

Medical Insurance

If the children are covered under a health insurance plan, you are allowed to claim what it costs to have the children added to the plan so long as the cost is “reasonable”.

Title XIX: Title XIX is NOT health insurance under the rules. Do not indicate that insurance is provided at no cost if the children are covered by Title XIX.

Hawk-I: This is NOT health insurance under the rules. If the children are covered by

Hawk-I, indicate the cost of the Hawk-I coverage being paid by that party and check the box that this is Hawk-I coverage.

Dad Deductions

23. Union dues: _____ per _____

24. Mandatory Occupational License Fees _____ per _____

25. Medical/Health Insurance on the children _____ per _____.

Is this Hawk-I coverage? If yes, indicate the cost and check the box below.

26. If you entered a cost for Hawk-I coverage above, check this box: _____

27. Is health insurance coverage provided on the children at no cost? Yes – No

If you indicated Yes to the question immediately above, is this Title XIX? If yes, you must check NO on question 28 above.

30. Are you paying child support per a prior order of the court? Yes – No

31. If yes, amount per year that you are actually paying? \$ _____

If you are not paying it, you cannot claim it. You cannot claim this amount and at the same time claim a QADD (question 4 above). If you are not paying the support ordered, you may claim a QADD. Read the help file.

32. Are you paying spousal support per a prior order of the court? Yes – No

33. If yes, amount per year you are paying per year? \$ _____

34. Are you paying for Medical Support per a prior order of the court? Yes – No

35. If yes, how are you paying per year? \$ _____

36. If you are paying child care expenses for the current children, indicate the amount you are paying per year \$ _____

37. Number of children in childcare? _____

Mom Deductions

38. Union dues _____ per _____

39. Mandatory Occupational License Fees _____ per _____

40. Medical/Health Insurance on the children _____ per _____

Is this Hawk-I coverage? If yes, indicate the cost and check the box below.

41. If you entered a cost for Hawk-I coverage above, check this box: _____

42. Is health insurance coverage provided on the children at no cost? Yes – No

If you indicated yes to the question immediately above, is this Title XIX? If yes, you must check NO in question 42 above.

43. Are you paying child support per a prior order of the court? Yes – No

44. If yes, amount per year that you are paying? \$ _____

If you are not paying it, you cannot claim it. You cannot claim this amount and at the same time claim a QADD (question 4 above). If you are not paying the support ordered, you may claim a QADD. Read the help file.

45. Are you paying spousal support per a prior order of the court? Yes – No

46. If yes, amount per year you are paying per year? \$ _____

If you are not paying it, you cannot claim it.

47. Are you paying for Medical Support per a prior order of the court? Yes – No

48. If yes, how are you paying per year? \$ _____

If you are not paying it, you cannot claim it.

39. If you are paying child care expenses for the current children, indicate the amount you are paying per year \$ _____

40. Number of children in childcare? _____