

Purpose of Form

A custodial person or a noncustodial parent may use Form 03EN008E to request that his or her home address (location information) not be released to another parent or party in a child support case because release could result in family violence to the requesting person or the person's children. The person may also use Form 03EN008E to designate an address of record for service of legal and other official papers. The address of record may be released to the other parent or party, and it may be shown in court papers.

Instructions for Preparation of Form

Enter the names and Social Security numbers of the custodian and the noncustodial parent.

Enter the Oklahoma Child Support Enforcement case number. This is also called the Family Group number (FGN).

Enter the district court case number along with the county and state where it was entered.

Type or print the name of person submitting the form.

Check one of the boxes to indicate whether family violence is a risk in your case.

If family violence is a risk in your case, enter the name of the potentially dangerous person.

Enter address of record information, which is not the home address (location) of the person. Include a street address or a post office box number with city, state, and zip code.

Enter confidential address information if family violence is an issue in your case.

Check either **YES** or **NO** to indicate if information about electronic deposit of payments is desired.

Sign and date the form.

Routing of Form

Make a copy of this form to keep for your records. If you complete this form at your local child support office, please leave it at the local office. If you complete this form away from your local child support office, please return it to:

CSED, Central Case Registry, Attn: Address Disclosures
P. O. Box 528805
Oklahoma City, OK 73152-8805

Whether you complete this form at your local child support office or mail it to the above address, be sure to include a copy of an identification card that contains a photograph of you.

Questions? Telephone 1-800-522-2922