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| **Our Ref:** | Phone:  Fax: |

**By Email:**

Dear

**Your Child Support Matter**

I enclose a copy of the orders made at on . This is an original document and you should keep it in a safe place.

These orders confirm that you are entitled to a child support assessment for payable by .

I have sent a copy of your orders to the Child Support Agency on your behalf. Please find attached a copy of the letter I sent to the Child Support Agency.

You should receive confirmation within 3 to 4 weeks that the Child Support Agency has made an assessment for you. If you do not hear from the Child Support Agency, or you have any further queries, please contact me on .

Please note that the Child Support Agency will notify Centrelink when it has made an assessment. Centrelink may reduce your payments based on the assessment. You should therefore keep in contact with the Child Support Agency on 131 272 to make sure that the Agency is taking steps to collect child support for you.

If you have any questions, please contact me on . Otherwise, as your matter is now finalised, I will close your file with Legal Aid NSW.

Thank you for your instructions in this matter.

Yours sincerely

**Solicitor**

Encl. *Letter to Child Support Agency*