

IMPORTANT NOTICE

Child Support Case Registry Form (FL-191)

Pursuant to Family Code section 4014, a completed [Child Support Case Registry form \(FL-191\)](#) must be filed whenever a child support order, wage assignment (FL-195) and/or parentage judgment (FL-250) is being filed.

- **WHEN:** You must complete and return this form ([FL-191](#)) to the Clerk's Office no later than **10 days** from the date you received a copy of your court order by Personal delivery or mail.
- **HOW:** The caption (top portion of the form on both sides) and items 1a, 1b, 1c, 2, 3, and 4 must be completed. Fathers must complete item 5 and as much of the information in item 6 as available to them. Mothers must complete item 6 and as much of the information in item 5 as available to them. If there are restraining or protective orders in effect, item 7 must be completed. This form must be dated and signed on the bottom of the second page.
- **WHERE:**
 - ▶ mail a copy to:
Clerk's Office, Family Division
Santa Clara County Superior Court
191 North First Street
San Jose, CA 95113
 - ▶ hand deliver a copy to:
Clerk's Office, Family Court
170 Park Center Plaza
Room 104
San Jose, CA 95113
- If any of the information you provide on this form changes, you must complete a new form and deliver it to the court clerk within 10 days of the change.
- To get a copy of this form, help to complete it and/or more information, you may visit:
 - The court's website: www.scselselfservice.org or
 - The Family Law Facilitator's Office located at the Notre Dame Courthouse, 99 Notre Dame Avenue, San Jose. Office hours are Monday through Friday, 8:30 am to 4:00 pm.