

## Translation assistance

### Application for benefits under the German Maintenance Advances Act (Unterhaltsvorschussgesetz, UVG)

Please read the information sheet and explanations carefully in order to complete the application! Please complete the form in clearly legible block capitals.

Please cross as applicable.

If you are unable to provide the necessary information, please enter 'unknown', 'no' or 'none'. In the event of doubt or if you have any questions, the employees at the Maintenance Advances Office (Unterhaltsvorschussstelle) will be happy to assist you.

1	The application is submitted for the period from	
---	--	--

#### 1. Information about the child, for whom the benefits are being claimed.

(please enclose current registration card and birth certificate or extract from the family register – please provide evidence of name changes)

2	Surname of the child, any different name at birth if applicable, first name	
3	Child's date of birth	
4	Child's place of birth	
5	Child's nationality	
6	Child's address (street, house number, postcode, place)	

#### The child lives with

7	Their mother	
8	Their father	
9	Another person, home, boarding school, training establishment, etc.	
10	Since when?	
11	How many days a week does the child regularly spend with the other parent?	
12	Number of days	
13	Is the child also regularly looked after by the other parent?	
13a	No	
13b	Yes	
13c	If yes, please state amount of time looked after per week	
14	<b>For children with foreign or no nationality:</b> (please enclose the residence permit of the child or the parent with whom the child lives!)	

**2. Information about the parent with whom the child lives**

(please enclose current registration card)

15	Surname of the parent, any different name at birth if applicable, first name	
16	Parent's date of birth	
17	Parent's place of birth	
18	Parent's nationality	
19	Parent's address (street, house number, postcode, place)	
20	Parent's telephone number	
21	Single	
22	(Re-)married	
23	In a registered civil partnership	
24	Since when?	
25	Divorced (please enclose divorce decree)	
26	Widowed (please enclose death certificate)	
27	Since when?	
28	Permanently live separately from spouse	
29	Permanently live separately from registered civil partner	
30	Since when?	
31	Address of the spouse/registered civil partner who lives separately (street, house number, postcode, place)	
32	Telephone number	
33	The spouse is expected to live in an institution for at least 6 months	
34	The registered civil partner is expected to live in an institution for at least 6 months	
35	Since when?	

**The spouse/registered civil partner within the meaning of the German Act on Registered Life Partnerships (Lebenspartnerschaftsgesetz) permanently lives separately if a common household no longer exists and at least one of the partners does not wish to restore the common household. A separation only for professional or political reasons is not sufficient here. Institutions include hospitals, medical and nursing institutions, and penal institutions and remand centres.**

**3. Information about the parent with whom the child does not live**

36	Surname, any different name at birth if applicable, first name	
37	Occupation	

38	Date of birth	
39	Place of birth	
40	Marital status	
41	Nationality	
42	Address (street, house number, postcode, place) or last known address	
43	Telephone number	
44	Employed at	
44a	Employer, company	
44b	Company address (street, house number, postcode, place)	
45	Self-employed as	
45a	Precise designation	
45b	Address (street, house number, postcode, place)	
46	Has health insurance with	
46a	Name of health insurance	
46b	Address (street, house number, postcode, place)	
47	Unemployed	
47a	Since when?	
47b	Responsible employment agency/job centre	
48	Receives a pension	
48a	Since when?	
48b	Responsible pension insurance institution	
49	Receives social benefits	
49a	Since when?	
49b	Responsible social welfare office	
50	Has assets (land, residential property, etc.)	
50a	Type of asset	
50b	Estimated value	
51	Has a vehicle	
51a	Car registration	
52	Has an account	
52a	IBAN	
52b	BIC	
52c	Bank	

#### 4. Other joint children

53	Surname of another child, any different name at birth if applicable, first name	
54	Child's date of birth	

55	The child lives with	
56	Surname of another child, any different name at birth if applicable, first name	
57	Child's date of birth	
58	The child lives with	
59	Surname of another child, any different name at birth if applicable, first name	
60	Child's date of birth	
61	The child lives with	

**5. For children whose parents are not married to each other**

62	Custody is held	
62a	by the mother	
62b	by the father	
62c	by both	
63	Paternity is acknowledged or established	
63a	Yes	
63b	No	
64	Proceedings to determine paternity are ongoing	
64a	Yes	
64b	No	
65	Court-appointed custodianship, guardianship or trusteeship exists with	
65a	Yes	
65b	No	
65c	Name of youth welfare office, etc.	
65d	Reference	

**6. For children whose parents are or were married**

66	Custody is held	
66a	by the mother	
66b	by the father	
66c	by both	
67	Court-appointed custodianship, guardianship or trusteeship exists with	
67a	Yes	
67b	No	
67c	Name of youth welfare office, etc.	
67d	Reference	
68	The child was born in marriage, but the husband is not the father of the child	
68a	Yes	
68b	No	
69	Proceedings contesting paternity are already pending at	
69a	Name of the court	
69b	Reference	

**7. Maintenance payments**

70	Does the child regularly receive maintenance payments from the parent with whom they do not live?	
70a	No	

70b	Yes, monthly in the amount of	
70c	Amount	
70d	Since when?	
71	The last maintenance payment was in the amount of	
71a	Amount	
71b	Date	
72	Have advance payments/settlement payments be paid?	
72a	No	
72b	Yes, on	
72c	Date	
72d	For the period from – to	
72e	Amount	
73	Have you waived maintenance?	
73a	No	
73b	Yes (if yes, please enclose evidence)	
74	Does your child receive other benefits from the other parent?	
74a	No	
74b	Yes (if yes, please enclose evidence)	

**Please take particular care when completing the information about maintenance payments. Advance maintenance payments are payments that the other parent has paid in advance to ensure maintenance for the child in the future. Other benefits refers to, for instance, day-care contributions, costs of accommodation, music lessons.**

#### **8. Maintenance obligation**

(if applicable, please enclose the corresponding evidence)

75	Is the parent with whom the child does not live obliged to pay maintenance to the child due to a court ruling, court order, a court settlement or due to a written declaration of commitment (e.g. maintenance certificate, own agreement)?	
75a	No	
75b	Yes	

## 9. Implementation of maintenance

(please enclose evidence)

76	Have you or the child's legal representative	
77	sought maintenance payments from the other parent?	
77a	No	
77b	Yes, on	
77c	Date	
77d	Method, success	
78	Issued a written reminder for the payment of maintenance?	
78a	No	
78b	Yes, on	
78c	Date	
79	Filed an application for the payment of maintenance against the other parent?	
79a	No	
79b	Yes, on	
79c	Date	
80	Tried to ascertain the location of the other parent?	
80a	No	
80b	Yes, on	
80c	Date	
81	Filed a criminal complaint due to a breach of the maintenance obligation?	
81a	No	
81b	Yes, on	
81c	Date	
82	Is your child represented by a lawyer in the maintenance proceedings?	
82a	No	
82b	Yes	
82c	If yes, by whom?	
82d	Name of lawyer	
82e	Lawyer's telephone number	
82f	Lawyer's address (street, house number, postcode, place)	

## 10. Benefits from others

Orphan's benefits, settlements or compensation payments due to the death of a parent, step-parent or registered civil partner (please enclose death certificate).

83	Orphan's pension	
83a	is not received	
83b	Reason why not received	
83c	is received from	
83d	Name of organisation	
83e	Monthly amount	
83f	has been requested from	
83g	Name of organisation	
83h	Date	
84	Advance payments have	
84a	not been received	
84b	been paid/granted on	

84c	Date	
84d	Amount	
85	One-time settlements have	
85a	not been received	
85b	been paid on	
85c	Date	
85d	Amount	

**Child allowance, overseas child allowance, benefits similar to child allowance, benefits from third parties**

86	The following is paid for the child	
87	Child allowance according to the income tax act or federal law on family allowance.	
87a	Yes	
87b	No	
88	Overseas child allowance supplement as part of remuneration for members of the civil service	
88a	Yes	
88b	No	
89	Child benefits from statutory accident insurance or children's supplement from statutory pension insurance	
89a	Yes	
89b	No	
90	Benefits for children that are granted outside the federal territory or that are granted by an inter- or supranational institution and are comparable to child allowance	
90a	Yes	
90b	No	
91	A benefit from third parties (e.g. grandparents) to fulfil the other parent's maintenance debt. (presentation of a certificate that expressly shows that the payment is made to fulfil the other parent's maintenance debt. The certificate should also include the amount of this payment.)	
91a	Yes	
91b	No	
92	Maintenance from others (e.g. grandparents)	
92a	Yes	
92b	No	
93	The following has received this benefit since	
93a	Date	
93b	The parent with whom the child lives	
93c	The parent with whom the child does <b>not</b> live	
93d	The child themselves	
93e	Another person	
93f	Name, designation of the other person	
93g	Address of the other person	

**Income support in accordance with SGB II ('Hartz IV') from the job centre/social welfare in accordance with SGB XII**

94	Has income support/social welfare been claimed for the child?	
94a	No	
94b	Yes, from	
94c	Name of authority/working group/job centre/social welfare office	
95	The child receives income support/social welfare from	
95a	Name of authority/working group/job centre/social welfare office	
95b	Since when?	

**Benefits under the German Maintenance Advances Act (Unterhaltsvorschussgesetz, UVG)**

96	Benefits under the German Maintenance Advances Act have already been claimed for the child	
96a	No	
96b	Yes, from	
96c	Name of authority/youth welfare office in	
96d	Result	

**11. Bank details (account to which the benefits should be transferred)**

97	IBAN	
98	BIC	
99	Name of account holder	
100	Bank	

In the event that it is possible to pay the child maintenance directly to me, I declare with my signature that I consent to my bank details being passed on to the parent who is obliged to pay maintenance.

**12. Declaration of the person submitting the application**

The information requested from you is required to make a decision about your application. The data is collected in accordance with § 67a Tenth Book Social Security Code (SGB X) and the regulations of the Maintenance Advances Act (UVG). Those who apply for benefits in accordance with UVG are obliged to provide all information that is required to implement UVG (section 1 (3) UVG) and submit the requested evidence (§ 60 First Book Social Security Code SGB I); otherwise, the benefit provider may refuse the benefit in whole or in part in accordance with section 66 SGB I.

Due to the cashless payment, your bank becomes aware of the fact that you are receiving benefits according to UVG. It is possible to send the information in the application to a court-appointed custodian, guardian or trustee.



Please check once again that your information is correct and complete. You can thus help to expedite the processing of your application and obtain a quick decision. In the event of queries, it would be helpful if you would provide us with your email address as voluntary information.

**I assure that my information is correct and complete. I commit to immediately inform the Maintenance Advances Office of all changes that are relevant to the benefit according to UVG. I am aware that a breach of this obligation will result in an obligation to pay compensation for the benefits provided and may also be punished as an administrative offence. I have received the information sheet for the UVG, particularly regarding the benefits, eligibility criteria and notification obligations. I am aware that I must observe its content. I am aware that benefits paid unjustly are to be repaid in accordance with UVG.**

101	Email	
102	Place, date	
103	Signature of the person submitting the application	