



Child Support Services • 222 East Central Parkway, Cincinnati, Ohio 45202
(513) 946-7387 • www.hcjfs.org

Change of Employment

This form authorizes Hamilton County Child Support Services (CSS) to change your employer name and address. Please complete the entire form and return it to CSS by mail or by fax. The mailing address and fax number are listed at the bottom. **Remember to sign the form.** CSS can only change the employer of the individual whose signature appears below.

Authorization

I, _____, authorize
(Please print your full name.)

CSS to change my employer name and address:

From: (Your old employer)

Name:		
Street Address:		
City:	State:	Zip:
Payroll Contact:	Phone:	FAX:

To: (Your new employer)

Name:		
Street Address:		
City:	State:	Zip:
Payroll Contact:	Phone:	FAX:

Effective Date

My employment change is effective on:

Month: _____ Day: _____ Year: _____

Identifying Information

First Name:	Last Name:
Social Security Number:	Phone Number:

Signature

Your Signature Date

Return this form by:

Mail: Child Support Services, Taft
222 East Central Parkway
Cincinnati, Ohio 45202

Fax: (513) 946-7372