

**NYS CHILD SUPPORT PROCESSING CENTER  
PO BOX 15365  
ALBANY NY 12212-5365**

**DATE:  
NEW YORK CASE IDENTIFIER:  
CUSTODIAL PARENT:  
NONCUSTODIAL PARENT:  
JCA WORKER:  
COUNTY NAME:**

**CASE CLOSURE NOTICE**

**TO:**

**ATTENTION  
YOUR CHILD SUPPORT CASE WILL BE CLOSED IN 60 DAYS**

Our records indicate that you are in receipt of child support services from us with regard to the above-referenced New York Case Identifier. We are notifying you of our intention to close your child support case after **60** days from the date of this notice. Your child support case will be closed for the following reason(s):

By closing your child support case we will no longer provide you with any child support services. Closing your child support case does not terminate the order for support; it stops the services that we provide on your behalf. If you receive a temporary assistance grant, the closure of your child support case does not affect your temporary assistance grant unless you fail to cooperate with the child support enforcement program in establishing paternity and securing support, for which you may be sanctioned. If you are a recipient of Medicaid benefits, your continued cooperation with the child support enforcement program is a prerequisite to your ongoing eligibility to receive Medicaid. The closure of your child support case may affect your Medicaid coverage, but it should not affect Medicaid coverage for your child(ren).

**If you agree with our decision to close your case**, you do not need to do anything.

**If you do not agree with our decision to close your case** for the reason(s) stated above, you may contact us at the telephone number provided in the below paragraph. The decision will be explained to you and you will have an opportunity to show why you think your case should remain open. If we agree with you, your case will remain open. If we do not agree with you, your case will be closed.

You may contact the **New York State Child Support Customer Service Helpline** toll-free at 888-208-4485 (TTY 866-875-9975), Monday through Friday from 8:00 AM to 7:00 PM. A listing of recognized **Relay Service providers** can be found at [www.fcc.gov/encyclopedia/trs-providers](http://www.fcc.gov/encyclopedia/trs-providers).

Sincerely,

Support Collection Unit