

NORTH CAROLINA
 GUILFORD COUNTY

IN THE GENERAL COURT OF JUSTICE
 DISTRICT COURT DIVISION
 File No. _____

 Plaintiff
 v.

 Defendant

**AFFIDAVIT OF
 INCOME & EXPENSES**
 OF THE
 PLAINTIFF DEFENDANT
 (FORM CMR-220)

The undersigned Affiant, having been first duly sworn as to the truthfulness and completeness of this affidavit, states that the average monthly financial needs for the support of the child(ren) in this cause and the Affiant's MONTHLY income and expenses are as follows:

PART I – INCOME INFORMATION

I am paid weekly every other week twice monthly monthly other _____

My full legal name is	My Social Security Number is:
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	First Job	Second Job
<input type="checkbox"/> I am Self Employed doing		
<input type="checkbox"/> I am Employed by		
Employer's Address(es)		
Employer's telephone number(s)		

I receive the following AVERAGE MONTHLY GROSS INCOME (based on 52/12 weeks or 26/12 bi-weekly periods per month) from the following sources:			
A. Wages/Salary	\$ _____	E. Rent (net) ¹	\$ _____
B. Bonuses	\$ _____	F. Business Profit (net) ²	\$ _____
C. Commissions	\$ _____	G. Social Security	\$ _____
D. Interests/Dividends/ Investments	\$ _____	H. Pension/Retirement	\$ _____
		I. Other (Itemize) ³	\$ _____
TOTAL MONTHLY GROSS INCOME		\$	_____

¹ Complete attached Rental Expense Worksheet. Enter result on Line E.

² Complete attached Business Expense Worksheet. Enter result on Line F.

³ Other income includes (but it not limited to): Severance pay, trust income, annuity income, capital gains, Workers Compensation benefits, Unemployment benefits, disability pay, insurance benefits, gifts, prizes and alimony and maintenance received from any person (s) not a party in this case.

PART II – CHILD SUPPORT INFORMATION

I have the following average MONTHLY expenses:

- A. Court-ordered or Separation Agreement-required child support for my children not living with me **(and not part of this action)**: \$ _____
 Name(s) of other child(ren) **(not part of this action)**: _____
- B. Responsibility for my other children who live with me **(and not part of this action)** (calculated per Guidelines): \$ _____
- C. Gross monthly income of other responsible parent **(in other case)**:
- D. Monthly work related child care costs (in this case) (100%) \$ _____
 School year per week (42 weeks per school year) \$ _____
 Summer per week (10 weeks per school year) \$ _____
- E. Child(ren)'s portion of my (or my spouse's (who is not part of this action)) health insurance cost: \$ _____
- F. Extraordinary expenses for child(ren) (itemize) (As defined on Page 4 of the Guidelines) \$ _____

Number of nights the child(ren) (in this action) spend with me each year _____

I have given prior to or contemporaneously herewith the opposing party (but not the court) the following:

1. For persons who are hourly or salaried employees (including those who may receive bonuses and commissions in addition to their salaried income):
 - (a) My pay-stubs for the three (3) previous months and evidence or verification of all other income ;
 - (b) My pay-stubs showing all of my bonuses and commissions year-to-date;
 - (c) For the previous two (2) years, all federal income tax returns filed by me or for me, including all schedules and attachments, together with all year-end tax documentation (W-2 forms, 1098 forms, extension requests, etc.) for the most recent tax year if any tax return has yet to be filed;
 - (d) Evidence or verification of my work-related child-care costs for the three (3) previous months; and
 - (e) Documentation of the cost and the actual payment of the portion of my medical and dental insurance that covers the child(ren) who are the subject of this case.
2. For all other persons (i.e. self-employed persons, business owners, professional practice partners, etc.):
 - (a) The street address, city, and state of real property, wherever located, in which I have any interest; and
 - (b) For the previous three (3) months, evidence and verification of all gross income from all sources, including, but not limited to: salaries, wages, commissions, bonuses, severance pay, pensions, interest, trust income, annuities, capital gains, Social Security benefits, Workers Compensation benefits, unemployment insurance benefits, disability pay, insurance benefits, gifts, prizes, alimony or maintenance received from persons other than the parties to the instant action. Such evidence or verification shall include, but not limited to, pay stubs, vouchers, employee benefit statements, stock option statements, company financial statements (if I am self-employed), company tax returns or Schedule "C" (if I am self-employed); and
 - (c) For the previous three (3) months, statements showing all accounts in banks, credit unions, brokerage accounts and other financial institutions for which I have been a signer;
 - (d) A listing of all of my outstanding debts, together with written documentation or account statements for each creditor indicating the principal balance currently owed and the payment terms; and
 - (e) For the previous two (2) years, all federal tax returns filed by me or for me, including all schedules and attachments, together with all year-end tax documentation (W-2 forms, 1098 forms, extension requests, etc.) for the most recent tax year if any tax return has yet to be filed;
 - (f) All personal financial statements I gave anyone, anywhere, during the previous two (2) years;
 - (g) Receipts for work-related child-care costs for the six (6) months preceding the court date; and
 - (h) Documentation of the cost of, and the actual payment of, the portion of my medical and dental insurance that covers the child(ren) who are the subject of this case.

THE DOCUMENTATION REQUIRED FOR ALL PSS AND ALIMONY CASES SHALL BE AS SPECIFIED IN #2 ABOVE(captioned "For all other persons"), EXCLUDING SUBPARAGRAPHS (g) AND (h) ABOVE, PURSUANT TO CASE MANAGEMENT RULE 24.02.

I UNDERSTAND THAT MY FAILURE TO PRODUCE ALL OF THE ABOVE DOCUMENTS TO MY OPPONENT WITHOUT JUST CAUSE MAY SUBJECT ME TO SANCTIONS (INCLUDING ATTORNEY'S FEES AND COSTS) IN THE DISCRETION OF THE PRESIDING JUDGE.



STOP HERE – FOR ALL GUIDELINE CHILD SUPPORT CASES

CONTINUE TO PART III FOR ALL NON-GUIDELINE CHILD SUPPORT CASES & POST SEPARATION-SUPPORT AND ALIMONY CASES

(2) INDIVIDUAL EXPENSES

Item	Self	Children (I am legally responsible for)	Notes
Religious Contributions	\$	\$	
Charitable Contributions	\$	\$	
School/work lunches	\$	\$	
Meals out	\$	\$	
Grooming (hair, etc.)	\$	\$	
Laundry/dry cleaning	\$	\$	
Clothing	\$	\$	
Home Furnishings (furniture, textiles, etc.)	\$	\$	
Pets	\$	\$	
Child care (work-related)	\$	\$	
Child care (other)	\$	\$	
Education (indicate nature in notes column)	\$	\$	
Allowances for children	\$	\$	
Activities (Y, sports, clubs)	\$	\$	
Dues (prof., social, school)	\$	\$	
Entertainment/Recreation	\$	\$	
Major Holiday gifts (e.g. Christmas gifts)	\$	\$	
Birthday gifts	\$	\$	
Subscriptions (newspapers, magazines, etc.)	\$	\$	
Uninsured medical/dental	\$	\$	
Uninsured prescription drugs	\$	\$	
Uninsured therapy (Explain if time limited)	\$	\$	
Medical insurance (if not withheld from earnings)	\$	\$	
Car - other (maintenance, registration, taxes, etc.)	\$	\$	
Car insurance	\$	\$	
Life insurance	\$	\$	
Other insurance (disability, etc.)	\$	\$	
Vacations	\$	\$	
Retirement & investment	\$	\$	
Savings	\$	\$	
College Fund	\$	\$	
Other (itemize):			
	\$	\$	
	\$	\$	
SUBTOTAL	\$	\$	

Worksheets for Rental and/or Business Operation

(Required if you show income on Page 1 under Rental Income or Business Income)

RENTAL INCOME (LINE "E," PAGE 1) DIRECTIONS: (1) List gross rental proceeds for the past twelve (12) months. Then, directly below (1), list by category and amount for the same period the ANNUAL expenses (but not accelerated depreciation) that are deductible on Schedule "E" of IRS Form 1040. (2) Total those expenses. (3) Then subtract the total expenses from the total proceeds. (4) Then divide by 12. Enter the result on Page 1, Line "E."

BUSINESS INCOME (LINE "F", PAGE 1) DIRECTIONS: Follow the above instructions using business proceeds and business deductions from Schedule "C" of IRS Form 1040. Enter the result on Page 1, Line "F."

RENTAL INCOME WORKSHEET

Item	Amount
(1) Gross ANNUAL Rent	\$ _____
Annual Expenses as follows	
ANNUAL mortgage principal	\$ _____
ANNUAL mortgage interest	\$ _____
ANNUAL property taxes	\$ _____
ANNUAL insurance	\$ _____
ANNUAL repairs	\$ _____
ANNUAL cleaning and maintenance	\$ _____
ANNUAL management fees	\$ _____
ANNUAL advertising fees	\$ _____
ANNUAL legal & professional services	\$ _____
ANNUAL utilities	\$ _____
ANNUAL supplies	\$ _____
ANNUAL auto & travel	\$ _____
ANNUAL other (specify)	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
(2) TOTAL of ANNUAL EXPENSES	\$ _____
(3) SUBTRACT total annual expenses from total annual rents	\$ _____
(4) DIVIDE by 12. Enter result here and on Page 1, Line E	\$ _____

BUSINESS INCOME WORKSHEET

Item	Amount
(1) Gross ANNUAL Business proceeds	\$ _____
ANNUAL expenses as follows	
ANNUAL salaries & wages paid	\$ _____
ANNUAL repairs & maintenance	\$ _____
ANNUAL advertising	\$ _____
ANNUAL supplies	\$ _____
ANNUAL taxes and licenses	\$ _____
ANNUAL business travel	\$ _____
ANNUAL business meals	\$ _____
ANNUAL vehicle expense	\$ _____
ANNUAL employee benefits	\$ _____
ANNUAL mortgages	\$ _____
ANNUAL legal & professional services	\$ _____
ANNUAL utilities	\$ _____
ANNUAL vehicles, machinery, and equipment	\$ _____
ANNUAL other (specify)	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
(2) TOTAL of ANNUAL EXPENSES	\$ _____
(3) SUBTRACT total annual expenses from total annual business proceeds	\$ _____
(4) DIVIDE by 12. Enter result here and on Page 1, Line E	\$ _____

**NORTH CAROLINA
GUILFORD COUNTY**

VERIFICATION

Being first duly sworn, I depose and say that I have read the preceding pages, and that I know the contents thereof; that the contents are true to my knowledge, except as to those matters and things stated upon information and belief, and as to those matters and things, I believe them to be true.

_____(SEAL)
Affiant

I certify that the following person personally appeared before me this day, and I have personal knowledge of the identity of said person I have seen satisfactory evidence of said person's identity, by a current state or federal photo identification and having signed and sworn to (or affirmed) before me this day, said person acknowledged to me that foregoing document was voluntarily signed for the purpose stated therein and in the capacity indicated: (name of Affiant)_____

Date: _____

Notary Public
Printed Name of Notary Public: _____
My commission expires: _____

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GUILFORD COUNTY

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Plaintiff
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Defendant

CERTIFICATE OF SERVICE

AFFIDAVIT OF
INCOME & EXPENSES
OF THE

PLAINTIFF DEFENDANT
(FORM CMR-220)

I hereby certify that pursuant to the Civil Case Management Rules for the District Court of the 18th Judicial District the Affidavit of Income & Expenses and documents required to be served on the opposing party pursuant to Rule 23.02 and/or Rule 24.02, but not filed with the Court, to the extent such documents are in the possession of Plaintiff Defendant, have been served upon the Plaintiff Defendant by forwarding a copy thereof by first-class mail, postage prepaid, addressed as follows:

This the _____ day of _____, 20_____.

 Plaintiff Attorney for Plaintiff
 Defendant Attorney for Defendant