

## **Child support advance payments / collection (Alimentenbevorschussung ALBV / Inkasso)**

### **Initial applications and queries (Anlauf- und Abklärungsstelle)**

#### **for applications and informations**

**at the counter:** **daily without advance notification**  
from 10:00 – 11:30

**at the telephone:** **Intake Telefon 043 / 444 63 40**  
Monday-Friday  
a.m: 08:00 – 12:00  
p.m: 13:30 – 17:00

**Fax:** **043 / 444 63 52**

**E-Mail:** **alimentenstelle@zuerich.ch**

**Internet:** **[www.stadt-zuerich.ch/alimentenstelle](http://www.stadt-zuerich.ch/alimentenstelle)**  
further informations/leaflets  
to be found at

**Persons resident in the city of Zurich should apply to the address below:**

Stadt Zürich  
Soziale Dienste  
Alimentenstelle  
Hönggerstrasse 24  
Postfach  
8037 Zürich

## Advances and collection of child support payments

On the basis of the Child Welfare Act of 14 June 1981, the Zurich local authorities provide, to children and young people, payment advances and free assistance with payment collection in cases where the parents who are liable to pay maintenance fail to do so, or do so late or only in part. Transitional payments can be made where paternity proceedings are pending.

### Conditions

The child must be legally resident in one of the local authorities of the canton of Zurich, or in the city of Zurich. Advances will be made only in respect of maintenance payments for children and young people in accordance with legal title, up to a maximum of Fr. 650.– per month for each child (transitional payments up to Fr. 520.–).

A **claim** for advance payment exists where the income or assets of the non-liable parent or step-parent do not exceed the following limits (excluding child support payments, child support substitute benefits, advance payments and child benefit):

- In the case of the **child**: Fr. 12,480.– annual attributable income.
- In the case of a non-liable **single** parent:
  - Fr. 41,600.– annual attributable income, plus Fr. 3,900.– for each dependent child;
  - Fr. 130,000.– attributable assets; 1/15 of any total family assets exceeding Fr. 39,000.– will be added to the attributable income.
- In the case of a non-liable **married** parent:
  - Fr. 54,600.– annual attributable income, plus Fr. 3,900.– for each dependent child;
  - Fr. 156,00.– attributable assets; 1/15 of any total family assets exceeding Fr. 52,000.– will be added to the attributable income.

Entitlement to an advance payment begins in the month in which the application is made and the conditions are fulfilled.

These conditions are subject to change for special cases.

No advances will be made on support payments if the party liable to pay maintenance is living in the same household as the other parent or the child.

If the amount of the advance payment is less than Fr. 65.– per family per month, no payment will be made.

No advance payments will be made in respect of child benefit.

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## Application

Persons authorised to make an application are the legal representative of the child who is entitled to maintenance (person with parental custody rights, guardian, or any legal adviser) or – where the child is of age – the child itself. Advances in respect of maintenance payments will be made on the basis of the following legal titles:

- Decrees: divorce, separation or paternity decrees;
- Court orders: orders in Marriage Protection proceedings, on precautionary measures in divorce or separation proceedings, on provisional payment or lodgement of maintenance payments in paternity proceedings;
- Out-of-court maintenance settlements authorised by the appropriate guardianship authorities; maintenance agreement

Applications should be made by telephone to 043 / 444 63 40. The following **documents** should then be submitted:

- registration certificate or identity document for non-Swiss citizens
- legal title
- three current proofs of wage/salary
- employment card from the previous year
- most recent bank statement of all your accounts, containing an overview of the previous month
- contract of employment
- signed recent tax statement (including all attachments)
- signed annual statement of accounts / addendum A (self-employed persons)
- evidence of income from compensation / insurance payments
- benefit orders
- supplementary payments order
- Pillar 3 status (bank statement or insurance certificate)
- all proofs of educational status, or contracts of employment or traineeship of the person entitled to receive support
- details of arrears in maintenance payments
- address and employer details of the person liable to pay maintenance

The applicant will **sign** a statement of assignment in favour of the advance payments and collection agency, together with a power of attorney for use in the event of legal proceedings for enforcement.

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The applicant **undertakes** to supply accurate information on his/her own financial and personal circumstances and those of the person entitled to receive support, and to inform the advances and collection agency immediately in the event of any significant changes. These include, for example: change of address or removal from the district, (re-)marriage, separation, divorce, cohabitation with the person liable to pay maintenance, change of the child's residence, increase or decrease in income or assets, (changes to) child's income, receipt of social security benefits from private or public security agencies, receipt of supplementary benefits, change to existing legal title as a result of a new court order, death of the person liable to pay maintenance, etc.

Applicants who are not proficient in German are responsible for providing their own translation services.

City of Zurich Social Services Department (Soziale Dienste der Stadt Zürich)  
(Alimentenstelle)