



**Consumer and
Worker Protection**

DEBT COLLECTION/CHILD SUPPORT FORM

Business Name:	
Business Address:	

Please check the statement that best describes your business.

- ☐ My business **does NOT engage** in the collection of child support payment debts within the City of New York.

I represent and warrant that if my business decides that it will engage in the collection of child support payment debts in the City of New York, I will notify the Department of Consumer and Worker Protection in writing before actually contracting to collect such debt, and I will submit, for the Department's review and approval, the required documents outlined below.

- ☐ My business **does engage** in the collection of child support payment debts within the City of New York. I will submit the following required documents for the Department's review and approval:

1. *Copy of the disclosure form used by the Debt Collection Agency in New York City.*
The form has all of the disclosure terms required under New York City Administrative Code § 20-494.1 (e).
2. *Copy of the standard contract for child support payment debt collection services used by the Debt Collection Agency in New York City.*
The form has all of the contract terms required under New York City Administrative Code § 20-492 (c).
3. *Copy of a \$5,000 Surety Bond and bond receipt.*
The bond names the City of New York as the Certificate Holder, has been paid in full, and does not expire before the end of the licensing period.

I understand that falsification of any statement made herein is an offense punishable by a fine or imprisonment or both.

Signature

Print Name

Print Title/Position

Date