

CHILD SUPPORT GUIDELINES - Version 2009

(effective July 1, 2009)

Custom Legal Software
760 Club Circle
Louisville, Colorado 80027
303-443-2634
www.legalmath.com

This document contains:

- **Information about installing and setting up the program.**
- **A description of most program features.**
- **A description of recent software changes.**

Preliminary stuff

Legal Materials

The legal materials contained in this document are believed to be correct statements of the law as of this date, however you are ultimately responsible for your own research about such matters and to decide for yourself whether these materials are correct and up to date.

Program Purpose

This program is intended to calculate child support using new law (effective July 1, 2009). Because of changes effective July 1, 2009, all prior versions of this program are obsolete and should not be used for current cases. Results obtained with this Version 2009 will not be the same as results obtained by prior versions.

Activation Code

Custom Legal Software gets more calls about lost numeric Activation Codes than about any other subject. If you purchased your program on line, your Activation Code was furnished on line. It was also sent to you in an email at the time of your purchase. If your program was sent to you by mail, your Activation Code was furnished on a single piece of "off white" letter size paper.

You will be asked to furnish your Activation Code the first time you run the program. It must be entered exactly as shown. The Activation Code will work only with your name (or the name of your office) as it existed when you purchased the program.

Please print this document and copy your Activation Code into the space provided below:

Activation Code: _____

Lost Code

If you can't find your Activation Code, for a small charge, you can now obtain a replacement from www.legalmath.com

New Name

If you have changed the name of your office you will need a different Activation Code to be able to change the name that is printed on program documents. For a small charge, you can register your new name and get a new Activation Code from www.legalmath.com

=====

Installation and Setup

Program Setup file – Version 2009

The program Setup file (the one on the CD if delivered by mail or the file you may have downloaded if purchased on line) is a “complete” program. The file can be used to update an existing program or to create a new instance of the program on a new machine. If used to update a prior version, a new Activation Code will be required.

The Activation Code for prior versions will not work with this Version 2009. When installing the program to a new computer, be sure you are dealing with a "matched set" -- you will need the Setup file for Version 2009 and the Activation Code for Version 2009. The last four numbers of the Activation Code for Version 2009 must be "2009".

All prior CD's and disks related to this program are obsolete and need not be saved.

Because there have been so many changes, your client data files from earlier versions of this program will be available but may be missing some critical information. Be sure to examine all data entries before proceeding to use an data file from an earlier version of the program.

The installation of this program will not replace the prior version. You will be able to use the prior version along side of this version. But, again, the prior version will only be valid under old law. You can use it to see what support "should have been" prior to July 1, 2009.

How to Install:

Install from a CD: Put the CD in the CD drive. After a few seconds, the CD should start to spin and the setup process should activate without intervention on your part. Read the setup screens and do what they say.

Install using the setup file downloaded from web site: Double click on the setup file and the setup process should activate with little further intervention on your part. If given the choice when getting the setup file on line, **click Run**, not Save. Read the setup screens and do what they say.

There are instructions on the web site how you can install the program to a second or additional computer after purchasing and installing the first occurrence of the program from the web site. There is a \$29 fee owed to Custom Legal Software for the right to install the program on more than a single computer in your office. That is not meant to be a \$29 for each additional. Just \$29 once. Base price: single install. Add \$29: install to two or more.

Keep the CD together with your Activation Code somewhere they can be found for future use.

Where to Install:

The program can be installed to any hard disk drive and folder. For historical reasons, if you are installing this program to a computer where an earlier version resides, it is recommended that the program be installed to the same folder where the prior version resides. If you installed your earlier version to the suggested location, it will be in *c:\program files\child support*. **The setup process does not need or search for any prior version or any prior existing occurrence of this program.**

Network users, upon payment of the \$29 fee mentioned above, can install the program to each workstation, or to a network drive. If installing to the network, please install *repeatedly to* the network **from** each workstation. This will copy needed program files to the *Windows/System* folder of each workstation. *You can then use the Settings Menu to point to a common location for saving data files.*

Settings Menu:

From the Data Entry Screen Menu, click “*Settings*” to set or examine all program settings, including:

Name of the county in which you cases are usually heard

Name of the folder for saving data files (this may be of special interest to network users)

Margin adjustments

FICA rate settings

Cash Medical Support information

=====

Program Features

Being familiar with the following program features and child support legal issues will make you a better program operator. Some of these features are discussed in greater detail in the many program Help or “Info” screens:

1. The program *automatically* produces the applicable Worksheet, depending on the number of overnight visits you specify.
2. Consider using the option to print as “**Exhibit with no court caption**”. This will print the worksheet calculations as an exhibit to a Separation Agreement rather than in court pleading format. This will avoid the need to type names, birth dates, etc. for every new case. (This used to be known as the *Print Draft* option.) The option is available from the screen where you add children names and birthdays.
3. **Comments:** You can add several lines of text to be printed at the bottom of a Worksheet. [Available from a blue button just before you print a Worksheet.]
4. **Custom Caption:** You can create a custom or specialized caption for a non-dissolution case. This is available from a blue button on the screen where you add the names of the children.
5. Several **pre-defined captions** are available as "radio button" options on the screen where you add the names of the

children

6. Statutory Override for some Worksheet B situations: The new shared parenting time law provides, in effect, that regardless of the calculated amount on a worksheet, the custodial parent in a shared time case can't be required to pay support to the non-custodial (visiting) parent, unless the visiting parent has 160 or more overnights, regardless of how much income is available to the custodial parent, how little income may be available to the visiting parent or how much money is actually spent for the child by the visiting parent. This protection for the custodial parent is seldom an issue. But when it is, the program will notify you and give you the option to override the "custodian never pays" requirement. It's not the law, but it seems like it makes sense.

7. Different Visitation Schedules: If several children have different visitation schedules, you need to average the overnight visits. Then use the average when the program asks you to specify the "number of overnight visits." Do not confuse with "Split Custody."

8. Split custody: Split custody means there is one or more child in *each* household more than half the time. (Do not confuse this with "different visitation schedules." See paragraph above.) Split custody need two Worksheets (A or B), one for each household. Then subtract one from the other to see who owes whom, and how much. You may need to use a Worksheet A for one household and a Worksheet B for the other. Do not put expenses related to children of one household (e.g. health insurance, child care expenses) on the worksheet being prepared for children of the other.

9. Backup Data Files: There is an option to *Copy all data files to a new location* [Available from the *File Menu*]

10. Law Firm Name Change: You can change the name of the Registered Owner [Available from several obvious places on the first ("photo") screen.] You will need to get a new Activation Code using the Customer Support section of www.legalmath.com

=====

What's New?

Aside from substantial changes in the law:

Changes have been made to enable the program to run using Windows Vista operating system.

There are a number of other changes related only to the "look and feel" of the program.

Custom Legal Software has a new address: 760 Club Circle, Louisville, Colorado 80027

Help and Info buttons.

Each Data Entry item has a related Help Message in the large frame with the white background on the left side of the screen. There are also some rather wordy help messages [yellow *Info* buttons] related to various topics throughout the program.

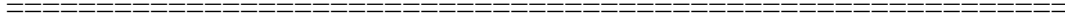
Calendar Math

Little noticed are several **calendar math** features ("Days Between Dates" and "Add Days to a Date") which are available from several of the buttons on the first ("photo") screen.

Present Value of a Maintenance Obligation

A feature from the *Legal Math* program, “**Present Value of a Maintenance Obligation**,” is now available in this Child Support program. This feature is available from one of the buttons on the lower left side of the first (“photo”) screen.

Your Activation Code can be found using several of the menu items of the first (“photo”) screen.



Web Site / Home Page of Custom Legal Software

You are invited to visit *www.legalmath.com*

The Customer Support page at this site (*www.legalmath.com*) will be used to provide update notices and to inform you of important program issues. You will also find links to other sites of interest to those in the legal profession.

If you have information of interest that relates to this program or to the Support Guidelines in general, feel free to bring that information to the attention of Custom Legal Software. Such information will be considered for posting on the web site.