



***The Commonwealth of Massachusetts  
Department of Revenue  
Child Support Enforcement Division***

**WORKERS' COMPENSATION LIEN RELEASE REQUESTS**

The Child Support Enforcement Division of the Massachusetts Department of Revenue (DOR) has established a facsimile number for attorneys and insurers to submit requests for conditional releases for child support liens in Workers' Compensation cases. To allow DOR to process these requests properly, every conditional lien release request must include the following:

- ◆ A facsimile coversheet addressed to : **DOR/Workers' Comp. Releases**  
**(508) 856-7670 Attn: Kate Gustafson**
  
- ◆ A letter that includes the name and social security number of the child support obligor, the name and telephone number of the insurer, the date of the lump sum settlement hearing, the proposed lump sum settlement amount, the amount of any other liens, and the name and direct telephone number of the person to contact if DOR has any questions.
  
- ◆ DOR will not process any release request unless all of the above information is included and the letter is on official law firm or insurance letterhead.
  
- ◆ **NOTE:** It may take DOR up to two weeks to process a workers' compensation release request if DOR has to complete an audit of the obligor's child support case.
  
- ◆ **Section 46A Hearings:** Do not fax anything relating to Section 46A hearings. All correspondence relating to Section 46A hearings, including the initial request to the Department of Industrial Accidents to schedule the hearing, must be sent to

Department of Revenue/Child Support Enforcement  
Attn: Special Litigation  
P.O. Box 9561  
Boston, MA 02114-9561