



IMPORTANT NOTICE REGARDING OVERPAYMENT OF CHILD SUPPORT

The Division of Child Support Services (DCSS) collects child support payments on your behalf, and sends the payments to you. Occasionally, a situation may occur where an overpayment of child support is made. This may be the result of a misdirected payment (money sent to the wrong person), a payment based on a bad check, or as the result of an adjusted federal tax return. When this happens, the amount of the overpayment must be repaid to DCSS. If you receive notice of an overpayment before you cash the check, simply return the check to DCSS. If you receive notice of an overpayment after you have cashed the check, you may repay the overpaid amount by sending a check or money order for the amount of the overpayment to DCSS.

Another way to repay an overpayment is to authorize DCSS to withhold a portion of any child support payments collected on your behalf, in any and all cases, until the full amount of the overpayment is repaid. If you select this method of repayment, DCSS will withhold 20 percent of the payments it collects until the overpayment is repaid. You may authorize the withholding of a larger percentage, however. Once the overpayment is repaid, DCSS will stop the withholding and send you the full amount of any child support payments it collects on your behalf.

To indicate whether or not you authorize DCSS to withhold a portion of your child support payments *if an overpayment occurs*, please check the appropriate box below. You will receive child support services regardless of which box you check.

- I authorize DCSS to withhold 20 percent of future child support payments collected on my behalf until the full amount of the overpayment is repaid.
- I do not authorize DCSS to withhold future child support payments collected on my behalf to repay DCSS for any overpayments I receive.

Signature

Date