IN THE CIRCUIT COURT OF THE\_\_\_\_\_\_\_\_\_ JUDICIAL CIRCUIT,

IN AND FOR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ COUNTY, FLORIDA

CASE NO.: \_\_\_\_\_\_\_\_\_\_\_\_

FAMILY DIVISION

, Petitioner

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

and

, Respondent.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/

**NOTICE TO EMPLOYER/ PAYOR PURSUANT TO FLORIDA STATUTE 61.1301(2)(e)**

Respondent’s Employer’s Name

Respondent’s Employer’s Address

Re: Income Deduction Notice due to Unpaid Child Support/ Alimony

Miami-Dade County Circuit Court Case No.: \_\_\_\_\_\_\_\_\_\_

Obligor’s Social Security Number:

YOU, THE PAYOR, ARE HEREBY NOTIFIED that, under section 61.1301, Florida Statutes, you have the responsibilities and rights set forth below with regard to the accompanying Income Deduction Order and/or any attachment(s):

1. You are required to deduct from the obligor’s income the amount specified in the income deduction order which is $\_\_\_\_\_\_ per \_\_\_\_\_\_. In the case of a delinquency the amount specified in the notice of delinquency, and to pay that amount to the State of Florida Disbursement Unit. The amount actually deducted plus all administrative charges shall not be excess of the amount allowed under s. 303(b) of the Consumer Credit Protection Act, 15 U.S.C. §1673(b) as amended.
2. You must implement the income deduction order no later than the first payment date that occurs more than 14 days after the date the income deduction notice was served on you and you shall conform the amount specified in the income deduction order or, in Title IV-D cases, income deduction notice to the obligor’s pay cycle. The court should request at the time of the order that the payment cycle will reflect that of the obligor.
3. You must forward, within TWO (2) DAYS after each date the obligor is entitled to payment from you, to the State of Florida Disbursement Unit, the amount deducted from the obligor’s income, a statement as to whether the amount totally or partially satisfies the periodic amount specified in the income deduction order, or in Title IV-D cases, income deduction notice, and the specific date each deduction is made. If the IV-D agency is enforcing the order, you shall make these notifications to the agency.. **\*\*\*\*\*\*NOTE: YOU MUST INCLUDE WITH YOUR REMITTANCE THE STATE REMITTANCE IDENTIFIER NO.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
4. **If you do not deduct the proper amount from the obligor’s income, you are liable for the amount you should have deducted, plus costs, interest, and reasonable attorney’s fees.**
5. You may collect up to $5 against the obligor’s income to reimburse yourself for administrative costs for the first income deduction and up to $2 for each deduction after that.
6. This notice is binding upon you until further notice by the obligee or the court or until you no longer provide the income to the obligor.
7. When you no longer provide income to the obligor, you shall notify the obligee and shall provide the obligor’s last known address and the name and address of the obligor’s new payor, if known. If you violate this provision, you are subject to a civil penalty not to exceed $250 for the first violation or $500 for any subsequent violation. If the IV-D agency is enforcing the order, you shall make these notifications to the agency instead of the obligee. Penalties shall be paid to the obligee or the IV-D agency, whichever is enforcing the income deduction order.
8. You shall not discharge, refuse to employ, or take disciplinary action against an obligor because of the requirement for income deduction. A violation of this provision subjects you to a civil penalty not to exceed $250 for the first violation or $500 for any subsequent violation. Penalties shall be paid to the obligee or the IV-D agency, whichever is enforcing the income deduction, if any alimony or child support obligation is owing. If no alimony or child support obligation is owing, the penalty shall be paid to the obligor. The obligor may bring a civil action in the courts of this state against a payor who refuses to employ, discharges, or otherwise disciplines an obligor because of income deduction. The obligor is entitled to reinstatement of all wages and benefits lost, plus reasonable attorneys’ fees and costs incurred.
9. The requirement for income deduction has priority over all other legal processes under state law pertaining to the same income and that payment, as required by the notice to payor or the income deduction notice, is a complete defense by the payor against any claims of the obligor or his or her creditors as to the sum paid.
10. When you receive notices to payor or income deduction notices requiring that the income of two or more obligors be deducted and sent to the same depository, the payor may combine the amounts that are to be paid to the depository in a single payment as long as the payments attributable to each obligor are clearly identified.
11. If you receive more than one notice against the same obligor, you shall contact the court for further instructions.
12. In a Title IV-D case, if an obligation to pay current support is reduced or terminated due to the emancipation of a child and the obligor owes an arrearage, retroactive support, delinquency, or costs, income deduction continues at the rate in effect immediately prior to emancipation until all arrearages, retroactive support, delinquencies, and costs are paid in full or until the amount of withholding is modified.
13. All notices to the obligee shall be sent to the address provided in this notice to payor, or any place thereafter the obligee requests in writing.
14. An employer who employed 10 or more employees in any quarter during the preceding state fiscal year or who was subject to and paid tax to the Department of Revenue in an amount of $20,000 or more shall remit support payments deducted pursuant to an income deduction order or income deduction notice and provide associated case data to the State Disbursement Unit by electronic means approved by the department. Payors who are required to remit support payments electronically can find more information on how to do so by accessing the State Disbursement Unit’s website at [www.floridasdu.com](http://www.floridasdu.com/) and **clicking on “Payments.” Payment options include Expert Pay, Automated Clearing House (ACH) credit through your financial institution,** www.myfloridacounty.com, or Western Union. Payors may contact the SDU Customer Service Employer telephone line at 1-888-833-0743.
15. Additional information regarding the implementation of this Notice to Payor may be found at [www.florida.sdu.com](http://www.florida.sdu.com/).

**THIS IS AN IMPORTANT LEGAL NOTICE. DO NOT DISREGARD OR IGNORE. PLEASE FEEL FREE TO FORWARD THIS TO ANY ATTORNEY WHO MAY REPRESENT YOUR COMPANY.**

DATED this \_\_\_\_\_ day of \_\_\_\_\_\_, 2015.

**CERTIFICATE OF SERVICE**

I HEREBY CERTIFY that a true and correct copy of the foregoing has been mailed and/or emailed to Respondent at \_\_\_\_\_\_\_\_\_\_\_\_, email (if known) \_\_\_\_\_\_, and Respondent’s Employer \_\_\_\_\_\_\_\_\_, at \_\_\_\_\_\_\_\_, email (if known) \_\_\_\_\_, this \_\_\_\_ day of \_\_\_\_\_\_\_\_, 2015.

Your Support Solution, P.A. d/b/a

Support Solutions

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By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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