

CAUSE NUMBER _____

IN THE INTEREST OF _____ § IN THE _____ COURT
_____ §
_____ § OF
CHILDREN § _____ COUNTY, TEXAS

NOTICE OF ADMINISTRATIVE WRIT OF WITHHOLDING

_____, Obligor, is hereby given notice pursuant to Texas Family Code Chapter 158, Subchapter F, that his employer is immediately required to withhold the amounts specified below for payment of his current support and periodic medical support obligation, and for any overdue support arrearage, as follows:

OBLIGOR: _____

OBLIGEE: _____

Obligor's employer: _____

Street Address: _____

City: _____

State: _____

Zip: _____

CHILDREN

1. _____

3. _____

5. _____

2. _____

4. _____

6. _____

Current Support Due: \$ _____ monthly

Periodic Medical Support Due: \$ _____ monthly

Total Arrearage, including

\$ _____ accrued interest: \$ _____ As of: _____

Amounts to be withheld from Obligor's wages upon service of writ:

On Current Support: \$ _____ monthly
On Periodic Medical Support: \$ _____ monthly
On Arrearage Owed: \$ _____ monthly

RIGHTS AND PROCEDURES

Attached to this notice is a copy of the Administrative Writ of Withholding issued in this matter. _____ may contest withholding on the grounds that the identity of the Obligor or the existence or amount of arrearages is incorrect by requesting a review by the Title IV-D agency, by telephonic conference or in person, at the telephone number and address below.

After a review, the Title IV-D agency may continue the attached writ in effect or may issue a new administrative writ modifying the amount to be withheld or terminating withholding.

If a review fails to resolve any issue in dispute, the obligor may file a motion with the court to withdraw the administrative writ and request a hearing with the court not later than the 30th day after receiving notice of the agency's determination. Income withholding may not be interrupted pending a hearing by the court.

Should a Motion to Withdraw be filed, and a hearing conducted, the court will be requested to confirm all arrearage amounts then due.

If this is a reissuance of an existing withholding order on file with the court of continuing jurisdiction and the amount to be withheld for an arrearage is not being adjusted, pursuant to Texas Family Code § 158.502, the preceding rights and procedures regarding contests, reviews and judicial intervention into this administrative withholding process do not apply.

Child Support Officer: _____

Child Support Division

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: _____

Fax Number: _____

CERTIFICATE OF NOTICE

I certify a copy of this Notice of Administrative Writ of Withholding was mailed by first class mail to Obligor on _____ pursuant to Texas Family Code § 158.505.

Signature