

**IN THE CIRCUIT COURT OF THE FIRST JUDICIAL CIRCUIT  
IN AND FOR ESCAMBIA COUNTY, FLORIDA**

IN RE: \_\_\_\_\_ Petitioner,

Case No. \_\_\_\_\_

Division: \_\_\_\_\_

and

\_\_\_\_\_ Respondent.

**INCOME DEDUCTION ORDER AND NOTICE TO PAYOR**

THIS ORDER establishes support obligations owed by \_\_\_\_\_ (hereinafter referred to as Obligor) whose social security number is \_\_\_\_\_. You are hereby notified that, pursuant to Florida law, you are to immediately begin deductions, from all income due and payable to Obligor, an amount equal to monthly obligations set forth below.

**Monthly Obligations**     all that apply]

1. **Amount.** The total monthly amount to be deducted is as follows:

- ( ) \_\_\_\_\_ \$ Child Support
- ( ) \_\_\_\_\_ \$ Alimony
- ( ) \_\_\_\_\_ \$ Arrearage/Retroactive Child Support (if any)

2. **Amount of Arrearage/Delinquency.**

The arrearage in child support and/or alimony is established at {amount} \_\_\_\_\_ as of {date} \_\_\_\_\_, 20\_\_\_\_\_.

3. **Method of Payment.** Deductions should be made according to the Obligor's payroll schedule. Each payment should include a clerk's processing fee as provided in §61.181, F.S. The amount of the fee is 4% of the total payment, but not more than \$5.25. (Please refer to the chart below to find out the proper amount to deduct from Obligor's payroll.)

IF PAID . . .	Child Support/ Alimony to be Deducted:	Arrearage/ Retroactive Child Support Payment:	Plus the Processing Fee of:	For a Total Amount of:
EVERY WEEK				
EVERY OTHER WEEK				
TWICE PER MONTH				
ONCE PER MONTH				

Pursuant to Florida Statute 61.1824(b) the employer is hereby directed to forward all payments within two (2) working days after each payment date, and at the same time to forward a statement as to whether the amount deducted totally or partially satisfies the amount specified in this income deduction order, and the specific date the deduction was made to:

STATE OF FLORIDA DISBURSEMENT UNIT	*	<i>Employer Customer Service:</i>
P. O. Box 8500	*	<i>Tallahassee: (850) 201-0183</i>
Tallahassee, Florida 32314-8500	*	<i>Toll Free: 1-888-883-0743</i>

*\*\* Checks must be made payable to FLSDU and payments should be identified by obligor's name, social security number, case number, county (where court order is located) and current address.*

**4. Withholding Limitations.** You are required:

a. Not to deduct any amount in excess of the amount allowed under the U.S. Consumer Credit Protection Act, which is determined to be ( ) 50% (X) 55% ( ) 60% ( ) 65% of the disposable earnings of the employee/obligor.

b. To deduct ( ) 50% (X) 55% ( ) 60% ( ) 65% of any bonus or other lump sum payment made to the employee/obligor, up to the amount of past support (if any) then owed by the non-custodial parent.

Arrearage 12 weeks or greater? ( ) Yes ( ) No

*The total amount to be deducted from the obligor's income may not exceed those limits established by the Consumer Credit Protection Act, 15 U.S.C. 1673(b), (50% of disposable income where there is a second family, 60% where there is no second family and an additional 5% of either limit if the arrearage is equal to 12 weeks or more in support payments).*

5. This income deduction shall be implemented no later than the first payment date which occurs more than 14 days after the receipt of this notice.

6. Failure to deduct the proper amounts from the obligor's income renders the payor/employer liable for the amounts that should have been deducted, plus costs, interest and reasonable attorney's fees.

7. You may deduct up to \$5.00 for the first time a deduction is made and \$2.00 for each subsequent time to cover your administrative costs.

8. You shall not discharge, refuse to employ, or take disciplinary action against the obligor because of this income deduction order. A violation of this provision subjects you to a civil penalty not to exceed \$250.00 for the first violation and \$500.00 for any subsequent violations. The obligor may bring a civil action against you if you refuse to employ, discharge or otherwise discipline him/her because of this income deduction notice. The obligor is entitled to reinstatement and all wages and benefits lost, plus reasonable attorneys fees and costs incurred.

9. This income deduction notice has priority over all other legal processes under state law pertaining to the same income. Payments required by this income deduction order are a complete defense against any claims of the obligor or his/her creditors.

10. If you are deducting support from the income of two or more obligors, you may combine the amounts into a single payment as long as the payments attributable to each obligor are clearly identified.

11. If you receive more than one income deduction order against the same obligor, contact the State of Florida Disbursement Unit, (850) 201-0183 / 1-888-883-0743, for further instructions.

**THIS INCOME DEDUCTION REPLACES ANY PREVIOUS INCOME DEDUCTION ENTERED IN THIS CASE, AND SHALL BE BINDING ON THE PRESENT AND FUTURE EMPLOYERS OF THE OBLIGOR, AND IT REMAINS IN EFFECT UNTIL FURTHER ORDER OF THE COURT.**

DONE AND ORDERED at Pensacola, Escambia County, Florida, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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CIRCUIT JUDGE

Copies furnished to:

Husband/Father:

Wife/Mother

**TO BE DELIVERED TO EMPLOYER BY PETITIONER**