

CHILD SUPPORT PAYMENTS

WARNING: Any payments made directly to the other parent are typically considered a gift, and will NOT be credited against your child support obligation. In other words, you may be forced by the court to pay the same amount twice if you pay it directly to the other parent rather than through the Texas Child Support Disbursement Unit (“TCSDU”).

Employer Withholding

In most cases, your child support payments will be directly deducted from your pay check each pay day. Your attorney will prepare a wage withholding order which will be signed by the judge and then delivered to your employer. The wage withholding order provides your employer with all of the information needed to make the child support payment—including the amount and address for payment.

However, there may be instances where child support becomes due before your employer begins withholding child support from your pay check. You **MUST** make your child support payments as they are due regardless of whether you are in the process of having such payments deducted from your pay check. In order to make child support payments directly to the TCSDU, see the explanations below.

By Mail

If you are making your child support payments by mail, then by order of the court all of your payments **MUST** be made to the following address:

**TCSDU
P.O. Box 659791
San Antonio, Texas 78265-9791**

Include your Office of the Attorney General (“OAG”) number on the memo line of every check. If you do not have an OAG number, include your case number. Your case number can be found at the top of the pleadings and other papers that have been filed with the court in your case.

Internet, Wire Transfer, Telephone

By order of the Court, your child support payments must be made through the TCSDU. However, you may make the payments online, by wire transfer, or by telephone rather than by mail. For up-to-date payment options, use the following URL to visit the Texas Attorney General—Child Support Division website: <http://www.oag.state.tx.us/cs/parents/index.shtml>.