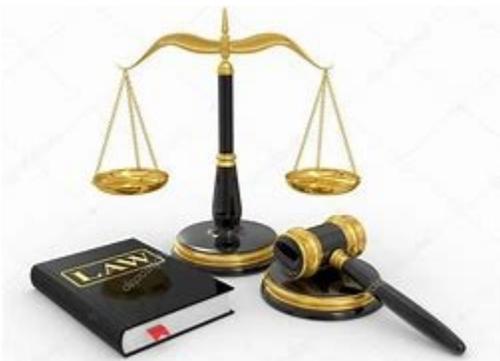


# ***PAYING CHILD SUPPORT***



***Wayne County Prosecutor's  
Office***

***Child Support Division***

***301 E Main St***

***Richmond, IN 47374***

***(765) 973-9285***

## ***Where do I make my child support payments?***

***You can pay support at the Wayne County Clerk's Office, which is located on the second floor of the Wayne County Courthouse. The Clerk's Office will not accept personal checks, only money orders or cash.***

***Payments in the form of a personal check or cashier's check must be sent to the Indiana State Central Collection Unit (INSCCU), P O Box 7130, Indianapolis, IN 46207-7130.***

***You must include certain information when sending a payment to the INSCCU, including your name, address, phone number, social security number, payment amount, custodial parent's name, court cause number, and ISETS case number. For questions, you can call INSCCU at (317) 233-5437 or (800) 840-8757.***

***You can also pay child support by using a MasterCard, Visa, Discover, or***

***American Express credit card, or by using any debit card. You will be charged a convenience fee for this service.***

***Payments can be made at the following website:***

***[www.childsupportbillpay.com/indiana](http://www.childsupportbillpay.com/indiana), or by phone at (866) 972-9427.***

## ***When do I begin making my child support payments?***

***After you have gone to a court hearing or signed an agreement to pay child support, the judge will issue an order for you to pay child support. You should begin making payments on the date that your order states you are to begin making payments. Payments should be made at least once a week, unless your order says otherwise.***

**How do I change my address?**

*It is your responsibility to keep your current address updated with the INSCCU or the Wayne County Clerk's Office. You can change your address by showing a picture ID and filling out an address change form in the Wayne County Clerk's Office or by calling INSCCU.*

**Can I have child support payments taken out of my paycheck?**

*If you are employed, Indiana law requires that the Child Support Division send an Income Withholding Order to your employer in order to garnish your child support payments from your paycheck.*

*Whenever you start a new job, it is your responsibility to contact the Child Support Division with your new employer's name, address, and telephone number.*

*Until you see a deduction on your paycheck stub for child support, you should continue to make payments to the Wayne County Clerk's Office or to INSCCU.*

**My employer is taking more money from my check for child support than I am ordered to pay. What can I do?**

*You should contact the Child Support Division if you feel that your employer is taking too much money from your paycheck. However, if you owe a large amount of back child support, the Child Support Division can automatically deduct additional amounts to apply to your back support.*

**My employer isn't taking my full child support payments out of my check. What can I do?**

*Your employer can only garnish a certain percentage of your disposable income for child support. If you do not work enough hours, your employer may not be able to deduct your whole payment. If this happens, you are still responsible for the entire support payment ordered by the court. You can pay the remainder of your payments by money order or in cash at the Wayne County Clerk's Office or by check to INSCCU.*

**What happens if I cannot pay my child support?**

*You should contact the Child Support Division right away to explain why you cannot make your child support payments. If you don't pay for some time, the Child Support Division will take action against you to enforce your child support obligation. For example, you may have to appear in court for a contempt citation for failure to pay child support.*