

Instructions for Payment Remittance



2009

Information That Must Be Included With Payments

To ensure prompt and accurate posting to your support case, please include the following with your payment: your name, social security number (optional), SETS case number, court order number. There has to be **at least two** identifiers on the payment before it will be posted to the case. If paying on multiple cases you need to list the amount that should be paid to each case.

If a support payment is made by check and your bank does not honor your check, all your cases will be flagged and no additional checks will be accepted. All subsequent payments will have to be made by a secured payment such as a certified check, money order, or cashier's check.

Please do not issue a stop payment on any payment issued to Ohio Child Support Payment Central.

Making Child Support/Spousal Payments

Payment by Mail

Your payment may be in the form of a personal check, money order, traveler's check, or cashier's check. Make checks payable to Ohio CSPC (Child Support Payment Central). Please send all child support payments via standard US Mail. Do not send checks overnight delivery. **Do not mail checks and/or money orders to Clermont County Child Support. Mail payment to:**

**OCSPC
PO Box 182372
Columbus, Ohio 43218-2372.**

Payment by Debit Card can be made on-line at www.expertpay.com. To begin this process, access the website and register as a user. The payment will be debited from your bank account and, five business days later, the payment is sent to Ohio Child Support Payment Central (OCSPC). Easy to use reports allow you to review your previous payments and provide hard copy documentation for your files. ExpertPay will also send a confirmation email when you submit a payment for processing.

Payment by Credit Card

can be made online at www.e-childsPay.com. e-childsPay is operated by ACS State and Local Solutions Group. Child support payers may use e-childsPay to pay their child support obligation online using MasterCard® and Discover. To initiate this process access the website and register as a user. e-childsPay.com routes your payments to OCSPC. There is a convenience fee associated with using e-childsPay.com that is separate from child support fees, and your credit card's bank may charge additional fees since child support payments are treated as cash transfer (advance) payments. Your credit card is charged immediately and a confirmation e-mail is sent to you. Once the transaction has settled with your credit card and ACS receives the funds, the payment is sent to OCSPC. Please allow seven days for OCSPC to receive your payment.

Payment Via Employer:

You can make payments through your employer. For more information on how to set this up, contact your investigator with the following info: your employer's name, address, and phone number. Your investigator will send a

wage withholding order to your employer for your support to be withheld from your paycheck. The employer has up to seven days to submit your payment from the date it was withheld.

Payment Via Bank Withdrawal: To have support payments automatically withdrawn from your bank account contact your investigator with your financial institution and account information.

For Recoupment Payments mail to:

Ohio CSPC Recoupment Center
PO Box 182380
Columbus, Ohio 43218-2380
To ensure prompt and accurate posting to your Recoupment Account, please be sure to include the following with your payment: your name, social security number, and recoupment account number (10 digit number begins with 0). Also indicate the amount that should be paid to each account if you are making payments on multiple accounts.

**Clermont County Child
Support Enforcement**
www.clermontsupportkids.org

513-732-7248