

MC: ME  
Bar Code Area  
FS#:  
Central File Maintenance  
P.O. BOX 12048  
AUSTIN, TX 78711-2048



CHILD SUPPORT DIVISION

Date:

Dear Non-Custodial Parent,

Enclosed is a legal document called an "Affidavit of Direct Payments." This form is used to document child and medical support payments you (the non-custodial parent) made directly to the custodial parent (in any form), including payments received in the form of cash or check or from a Military Allotment, Trust Fund or Escrow Account.

Select the appropriate option on this form to indicate whether or not you have made any support payments directly to the custodial parent. If you have made support payments directly to the custodial parent, be sure to list the corresponding payment dates and amounts in the spaces provided at the bottom of this form.

A Notary Public must notarize this affidavit after witnessing you sign it. Do not sign this form until you are instructed to do so by the Notary Public. This form can be notarized by a Notary Public at your local child support office.

Please return the Affidavit of Direct Payments to the local office either

- by mail (in the enclosed, postage-paid envelope) or
- in person.

As mentioned above, this form must be completed, signed and notarized before it can be processed.

**Reminder:** Child and medical support payments are to be made to the State Disbursement Unit at the address below:

SDU  
P.O. Box 659791  
San Antonio, TX 78265-9791

If you have any questions concerning this form, please contact your local child support office.

