

Iowa Department of Human Services
Income Withholding Notice Inquiry

Attention: Payroll/Personnel Manager

We are sending you this letter to inquire about the income withholding notice for _____ (SSN _____). Our records show that we have not yet received the full amount of payments requested in the notice. We are contacting you to ensure that our records are accurate regarding the amount of support we should expect to receive from your company.

The attached document requests information that helps us to maintain more accurate records and avoid any future unnecessary contacts. If you prefer, you may call our office at the number listed below to provide information about the status of this employee and income withholding.

For additional information, Iowa Code Chapters 252D and 598 explain the legal obligations of the employer in the income withholding process. Your efforts to help us make income withholding a successful tool in collecting child support are greatly appreciated. Thank you in advance for any information you can share with us. If you have previously given us this information, please disregard this letter and accept our apologies for requesting the information again.

Worker ID: _____

Case Number: _____

Child Support Recovery Unit

Telephone: 1-877-274-2580

Iowa Department of Human Services
Income Withholding Notice Inquiry

Employer: _____
Obligor's Name: _____
Obligor's SSN: _____

Please return the completed form to:

Child Support Recovery Unit

Case Number: _____
Worker ID: _____
Telephone: 1-877-274-2580
Other case numbers:

Please check the box and complete the statement for all that apply:

The amounts being remitted equal fifty percent (50%) of the obligor's disposable net income.

The obligor no longer works for our company. The last day of employment was _____. The new employer is (if known):

The obligor is still working for us, but has not received a recent paycheck because

If you have additional information you feel is important, please write it on the lines below:

