

Iowa Department of Human Services
INCOME WITHHOLDING ERROR

Date Notice Prepared: _____

Case Number: _____

Worker: _____

Child Support Recovery Unit:

Tel. _____

This is to notify you of the Child Support Recovery Unit's (the Unit's) review of your case. This review looked at the amount of money received under an income withholding order.

«IMPROPWH» After review, the Unit found that more money was withheld from your income than was necessary to pay your support. That amount is listed below. «OVPYMT»

You may tell the Unit of your request by completing the bottom of the attached page and sending it to the Unit listed at the top of this notice within 15 days.

Iowa Department of Human Services
Policy Regarding Discrimination, Harassment, Affirmative Action,
and Equal Employment Opportunity

It is the policy of the Iowa Department of Human Services (DHS) to provide equal treatment in employment and provision of services to applicants, employees, and clients without regard to race, color, national origin, sex, religion, age, disability, political belief, or veteran status.

To file a complaint or concern, please contact DHS at:

Iowa Department of Human Services, Diversity Program Unit, 1305 E. Walnut
Street, Des Moines, IA 50319; fax 515-281-4243; or email: stopit@dhs.state.ia.us.

Income Withholding Error Written Request

To: _____
Child Support Recovery Unit

Obligor Name: _____
Case Number: _____

Date: _____
Amount: _____

I understand that you received more money than was needed to pay my support under an income withholding order.

Mark one (1) of the following:

- I wish to have only this payment applied to delinquent or future support.
- I wish to have all additional amounts apply to delinquent or future support.
- I want to have a conference about this with CSRU.
- I want the extra money refunded to me.

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Signature: _____
Date: _____