

### Deduction from Earnings Order payments schedule

To: Child Maintenance and Enforcement Division

From: (Employer)

Sheet no.  of



Item	Amount £ p	Liable person's name	National Insurance Number	Child Maintenance and Enforcement Division reference number
1	:			
2	:			
3	:			
4	:			
5	:			
6	:			
7	:			
8	:			
9	:			
0	:			

**To be completed by employer**

£ <input type="text"/>	This sheet total	Cheque number (if appropriate)	<input type="text"/>
£ <input type="text"/>	Brought forward from previous sheet	Name	<input type="text"/>
		Date	<input type="text"/>
£ <input type="text"/>	Final total or carried forward to next sheet	Phone number	<input type="text"/>

**For Child Maintenance and Enforcement  
Division use only**

Completed by

Batch number

Batch date

Checked by



## Deduction from Earnings Order payments schedule (continued)

### Help and information

If you are sending a payment for one or more liable persons, you should complete the schedule overleaf.

#### *If sending the payment by cheque*

Return this form together with the cheque (made payable to **NI CMED Client Fund Account**) to the Child Maintenance and Enforcement Division Finance Team at the address below.

#### *If paying by Automated Credit Transfer*

Send the completed form to:

Child Maintenance and Enforcement Division  
Finance Team  
Enterprise Way  
Newtownabbey  
BT58 1AE

### Child Maintenance and Enforcement Division bank account details

Account name	NI CMED Client Fund Account
Bank sort code	40-34-18
Account number	71777009

### Important

The amount of the cheque or Automated Credit Transfer payment must be the same as the total amount of deductions shown on the Deduction from Earnings Order payments schedule.

Do not use this schedule to recover or deduct previous overpayments. If an overpayment has happened, you should contact the Child Maintenance and Enforcement Division Finance Team at the address shown above.