



Deduction from Earnings Order payments schedule

To: Northern Ireland Child Support Agency

From: (Employer)

Sheet no. of

Item	Amount		For Child Support Agency use only				Liable person's name	National Insurance Number/ Child Support Agency reference number
	£	p						
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 Support Agency 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 **Northern Ireland Child Support Agency**) to the Child Support Agency Centre who sent you the Deduction from Earnings Order. If you are making payments to more than one Child Support Agency Centre, contact one of the Centres to arrange to send all payments to them.

If paying by Automated Credit Transfer

Fax the completed form to Northern Ireland Child Support Agency Finance on fax number (028) 9089 6706.

Alternatively, you may send the completed form to:

Northern Ireland Child Support Agency Finance
Level 12
Great Northern Tower
17 Great Victoria Street
Belfast
BT2 7AD

Child Support Agency bank account details

Account name	Northern Ireland Child Support Agency
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 Northern Ireland Child Support Agency Finance at the address shown above.