

**APPENDIX C**  
**ORDERS FOR CHILD SUPPORT OBLIGORS AND OBLIGEEES**  
**(Pursuant to R.C. 3119, R.C. 3121, R.C. 3123, and R.C. 3125)**

**These Orders shall be incorporated within all Judgment Entries  
establishing or modifying a child support obligation**

It is **ORDERED** that the obligor is to make all present and/or past due child support and cash medical support payments as directed by the Hancock County Child Support Enforcement Agency, unless deducted from the obligor's wages. All payments given directly to the obligee shall be considered a gift pursuant to R.C. 3121.45 and no credit will be given.

It is **ORDERED** that “[a]ll support under this Order shall be withheld or deducted from the income or assets of the obligor pursuant to a withholding or deduction notice or appropriate court order issued in accordance with R.C. 3119, R.C. 3121, R.C. 3123, and R.C. 3125 or a withdrawal directive issued pursuant to R.C. 3123.24 to R.C. 3123.38 and shall be forwarded to the obligee” in accordance with law. R.C. 3121.27(A).

It is **ORDERED** that all child support shall be paid through Ohio Child Support Payment Central (Ohio CSPC). R.C. 3121.44. In the event that any child support is not withheld or deducted from the income or assets of the obligor, the obligor shall make his/her payments directly to Ohio CSPC. Payments shall be in the form of a personal check, money order, or cashier's check, and shall be made payable to Ohio CSPC. Payments shall be sent by standard U.S. mail to Ohio CSPC, P.O. Box 182372, Columbus, OH 43218-2372. Payments made directly to Ohio CSPC shall include the obligor's name, SETS Case Number (10-digit number that begins with a 7), and the Court Case Number. If the obligor has more than one case, the obligor should include the amount that should be applied to each case.

It is further **ORDERED** that, “regardless of the frequency or amount of support payments to be made under the order, the child support enforcement agency required to administer the order shall administer it on a monthly basis, in accordance with sections 3121.51 to 3121.54 of the Revised Code” and that “payments under the order are to be made in the manner ordered by the court or agency, and that if the payments are to be made other than on a monthly basis, the required monthly administration by the agency does not affect the frequency or the amount of the support payments to be made under the order.” R.C. 3121.28.

**EACH PARTY TO THIS SUPPORT ORDER MUST NOTIFY THE CHILD SUPPORT ENFORCEMENT AGENCY IN WRITING OF HIS OR HER CURRENT MAILING ADDRESS, CURRENT RESIDENCE ADDRESS, CURRENT RESIDENCE TELEPHONE NUMBER, CURRENT DRIVER'S LICENSE NUMBER, AND OF ANY CHANGES IN THAT INFORMATION. EACH PARTY MUST NOTIFY THE AGENCY OF ALL CHANGES UNTIL FURTHER NOTICE FROM THE COURT OR AGENCY, WHICHEVER ISSUED THE SUPPORT ORDER.**

**IF YOU ARE THE OBLIGOR UNDER A CHILD SUPPORT ORDER AND YOU FAIL TO MAKE THE REQUIRED NOTIFICATIONS, YOU MAY BE FINED UP TO \$50 FOR A FIRST OFFENSE, \$100 FOR A SECOND OFFENSE, AND \$500 FOR EACH SUBSEQUENT OFFENSE. IF YOU ARE AN OBLIGOR OR OBLIGEE UNDER ANY SUPPORT ORDER ISSUED BY A COURT AND YOU WILLFULLY FAIL TO GIVE THE REQUIRED NOTICES, YOU MAY BE FOUND IN CONTEMPT OF COURT AND BE SUBJECTED TO FINES UP TO \$1,000 AND IMPRISONMENT FOR NOT MORE THAN 90 DAYS.**

**IF YOU ARE AN OBLIGOR OR OBLIGEE AND YOU FAIL TO GIVE THE REQUIRED NOTICES TO THE CHILD SUPPORT ENFORCEMENT AGENCY, YOU MAY NOT RECEIVE NOTICE OF THE CHANGES AND REQUESTS TO CHANGE THE CHILD SUPPORT AMOUNT, HEALTH CARE PROVISIONS, REDIRECTION, OR TERMINATION OF THE CHILD SUPPORT ORDER. IF YOU ARE AN OBLIGOR AND YOU FAIL TO GIVE THE REQUIRED NOTICES, YOU MAY NOT RECEIVE NOTICE OF THE FOLLOWING ENFORCEMENT ACTIONS AGAINST YOU: IMPOSITION OF LIENS AGAINST YOUR PROPERTY; LOSS OF YOUR PROFESSIONAL OR OCCUPATIONAL LICENSE, DRIVER'S LICENSE, OR RECREATIONAL LICENSE; WITHHOLDING FROM YOUR INCOME; ACCESS RESTRICTION AND DEDUCTION FROM YOUR ACCOUNTS IN FINANCIAL INSTITUTIONS; AND ANY OTHER ACTION PERMITTED BY LAW TO OBTAIN MONEY FROM YOU TO SATISFY YOUR SUPPORT OBLIGATION.**