

*****EXAMPLE*****

REQUEST FOR NOTICE TO EMPLOYER OF INCOME WITHHOLDING

EMAIL: NTE@HCDISTRICTCLERK.COM

FAX: 832-927-0135

MAIL: MARILYN BURGESS, DISTRICT CLERK
ATTENTION: WAGE ASSIGNMENT DEPARTMENT
POST OFFICE BOX 4651
HOUSTON, TEXAS 77210

- SUBMIT \$15 PER REQUEST (IF MULTIPLE ORDERS ARE INDICATED, A \$15 FEE WILL APPLY PER ORDER)
- WE ACCEPT PAYMENT BY MAIL VIA CASHIER'S CHECK OR MONEY ORDER
- CREDIT CARD PAYMENTS SHALL BE COMPLETED ONLINE OR IN PERSON AT 201 CAROLINE, RM 170, HOUSTON, TEXAS 77002
- WE **DO NOT** ACCEPT COMPANY CHECKS OR PERSONAL CHECKS

HARRIS COUNTY CAUSE NUMBER: 2019-00000 IN THE 000 DISTRICT COURT

STYLE: SAMANTHA SMITH VS. BOBBY SMITH

DATE WAGE WITHHOLDING ORDER SUBMITTED TO COURT OR SIGNED BY JUDGE: DATE

SPECIFY ORDER TYPE

CHILD SUPPORT SPOUSAL SUPPORT MEDICAL SUPPORT
 ATTORNEY FEES TERMINATION OF GARNISHMENT

NOTICE OF ASSIGNMENT INFORMATION

EMPLOYEE NAME: BOBBY SMITH
(OBLIGOR'S NAME)

COMPANY'S NAME: EXAMPLE GLOBAL

COMPANY PAYROLL OR HUMAN RESOURCE DEPARTMENT MAILING ADDRESS:

ATTN: PAYROLL PHONE # 713-555-0000

ADDRESS: 123 EXAMPLE STREET, SUITE 456

CITY: HOUSTON STATE: TX ZIP: 77000

APPLICANT'S NAME: ATTY JOHN SMITH SBN/LFI: BAR# 12345678

ADDRESS: 789 FIRM DRIVE, SUITE 345

CITY: HOUSTON STATE: TX ZIP: 77000

PHONE NUMBER: 832-777-0000

EMAIL ADDRESS: JOHNSMITH@LAWFIRM.COM

NOTICE: YOU WILL BE CONTACTED VIA EMAIL OR VIA EFILING COMMENTS WITH FURTHER INSTRUCTIONS REGARDING PAYMENT. DO NOT MAIL OR EMAIL CREDIT CARD INFORMATION. PAYMENT IS DUE WITHIN 5 BUSINESS DAYS FROM EMAIL NOTIFICATION. IF PAYMENT IS NOT RECEIVED, YOU MUST CONTACT OUR OFFICE TO RESUME SERVICE.

*******EFILING Users: Complete payment via online provider *******

FOR DISTRICT CLERK OFFICE USE ONLY

TRANSACTION NO: _____ RECEIPT NO: _____

HCCSNTE221104