

*****EXAMPLE*****

REQUEST FOR NOTICE TO EMPLOYER OF INCOME WITHHOLDING

EMAIL: BILLING@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 CHECK OR MONEY ORDER – CREDIT CARD PAYMENTS SHALL BE COMPLETED ONLINE OR IN PERSON AT 201 CAROLINE, ROOM 170, HOUSTON, TX 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

WHEN PAYING BY CREDIT CARD, YOU WILL BE CONTACTED WITH FURTHER INSTRUCTIONS TO COMPLETE THE PAYMENT PROCESS.

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

FOR DISTRICT CLERK OFFICE USE ONLY

TRANSACTION NO: _____ RECEIPT NO: _____

HCCSNTE181130