

COMMONWEALTH OF KENTUCKY  
Cabinet for Health and Family Services  
Department for Income Support  
Child Support Enforcement

**AUTHORIZATION FOR ELECTRONIC DEPOSIT OF CHILD SUPPORT PAYMENTS**

**Custodial parents must choose to receive their child support payments by electronic deposit to a checking or savings account or prepaid (reloadable) debit card obtained by the custodial parent. Please complete this form and return to the address or fax number listed below to ensure timely receipt of your child support payments. Child support system records will be updated to match the address, telephone number and financial account information provided below.**

Date:		Social Security Number of Custodial Parent:	
Name of Custodial Parent:		Telephone Number: (    )	
Mailing Address of Custodial Parent:			
City:	State:	ZIP Code:	
I would like to receive my child support payments by (choose only one): <input type="checkbox"/> Checking Account <input type="checkbox"/> Savings Account <input type="checkbox"/> Prepaid (reloadable) Debit Card			
*If you select the prepaid (reloadable) debit card option, call the telephone number or visit the website provided on the instructions that came with the card or that is listed on the back of the card to locate the routing number and account number for the prepaid (reloadable) debit card you obtained. The Child Support Enforcement agency cannot process this form without this information.			
Name and address of Financial Institution (bank, credit union, etc):		Telephone Number of Financial Institution:	
		Account Number:	
		Routing Number: (this is a 9 digit number)	

**I hereby authorize Child Support Enforcement (CSE) to deposit my child support payments to the account above and agree to the following conditions:**

- If all information provided above is correct and complete, deposit of my child support payments into this account will begin within one week. If all information provided above is not correct and complete, deposit of my child support payments into this account will be delayed. All child support payments will be deposited to this account regardless of the number of child support cases I may have open in the State of Kentucky. I must allow two to three working days from the date the CSE Agency disbursed the payment to have the funds available in my account. I authorize CSE to adjust any overpayment made to my account. If funds are returned by the Financial Institution for any reason, CSE will hold those funds. CSE will attempt to contact me to obtain new account information but will not release the funds until new account information is received. It is my responsibility to keep CSE informed of my most recent mailing address and telephone number.
- No separate notice will be sent to me when child support payments are deposited into this account. I can obtain payment information 24 hours a day, 7 days a week by calling (800) 443-1576 or accessing the Kentucky Child Support Interactive (KCSI) website at <https://csws.chfs.ky.gov/csws/>.
- It is my responsibility to immediately notify CSE and complete a new authorization form when my account information changes. If I close my child support case, the account information on file at the time I closed my case will remain in effect until I complete a new authorization form. I can make changes to my account information electronically through the KCSI website at <https://csws.chfs.ky.gov/csws/>, by downloading the authorization form from this website, or obtaining it from my local CSE office and returning it to the address or fax number provided below.

I must return this form by fax to (502) 564-7938 or mail to Child Support Enforcement, Attn: EFT Coordinator, P.O. Box 2150 Frankfort, Kentucky 40602-2150.

\_\_\_\_\_  
Printed Name of Custodial Parent  
Web site: <http://chfs.ky.gov/dis/cse.htm>

\_\_\_\_\_  
Signature of Custodial Parent  
An Equal Opportunity Employer M/F/D  
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