What is Electronic Funds Transfer for Direct Deposit or Direct Withdrawal?

For the Custodial Parent, Direct Deposit means CSSD will deposit your child support payment directly into your account. This is also known as an Electronic Funds Transfer. The deposit can be made into checking, savings, mutual fund or retirement accounts. The account must be in the name of the custodial parent, and we cannot deposit into a business account or the paying parent's account.

To know when you have received a payment you may contact your bank, or call our KIDS line at 269-6900, or 1-800-478-3300.

For the Paying Parent, Direct Withdrawal means your child support payment will be made automatically from your bank. This is also known as an Electronic Funds Transfer (EFT). With your authorization, the funds will be withdrawn from your account and sent electronically to CSSD every month.

To be eligible for automatic withdrawals, the paying parent must have a checking account, and payments must be voluntary. The paying parent cannot be in arrears on payments to the custodial parent, or paying off a debt for public assistance.

How do I sign up for Direct Deposit or Direct Withdrawal?

Complete the authorization form on the other side of this page, check the "New" box in the upper right hand corner, and mail the form to:

CSSD, Mailstop EFT
550 W. 7th Ave. Ste. 310
Anchorage, AK 99501-6699

Or fax it to:
(907) 787-3189

When will the Direct Deposit or Direct Withdrawal start?

It usually takes about 10 days. We will contact your bank to set up the direct deposit or direct withdrawal.

What do I do if I want to change the bank I'm using for Direct Deposit or Direct Withdrawal?

Using the Authorization Form for Direct Deposit or Direct Payment, check the "Change" box, change the bank information on the form, attach a voided check or savings deposit slip and mail it to CSSD.

What do I do if I want to stop the Direct Deposit or Direct Withdrawals?

Using the Authorization Form for Direct Deposit or Direct Payment, check the "Cancel" box and mail it to CSSD.

More Questions?

Call our EFT desk at (907) 269-6750, or send your questions by email to csedeft@revenue.state.ak.us.

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ALASKA CHILD SUPPORT ENFORCEMENT DIVISION

parents' guide to

DIRECT DEPOSIT & DIRECT WITHDRAWAL

for transmitting child support payments

**Authorization form can be found inside.
Directions are on the back.**

STATE OF ALASKA
DEPARTMENT OF REVENUE
CHILD SUPPORT ENFORCEMENT DIVISION

550 W 7th Avenue Ste 310
Anchorage AK 99501-6699
Phone: (907) 269-6900 Fax: (907) 269-6650
TTY: (907) 269-6894 TTY In-State Toll-Free 1-800-370-6894

Check One

☐ New
☐ Change
☐ Cancel

ELECTRONIC FUND TRANSFER (EFT)
AUTHORIZATION FOR DIRECT DEPOSIT OR DIRECT PAYMENT

Name as it appears on the bank account _____

CSED case number _____ Social Security Number _____

I authorize the State of Alaska to:

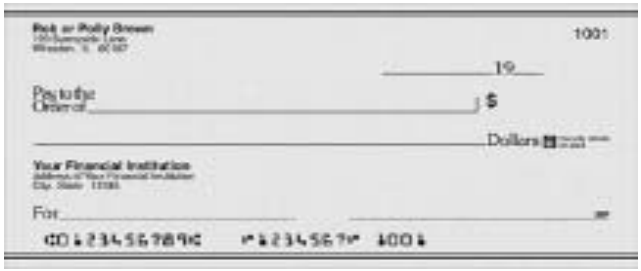
☐ make **direct deposits** to the account below (name on account must match name on the CSED case)

☐ take **direct payments** from the account described below.

Name of bank or financial institution: _____

Account type: ☐ CHECKING ☐ SAVINGS ☐ OTHER _____

Transit routing number and account number (example below): _____



Routing # Account #

Attach a voided check or deposit slip here

This will be used to verify the name, bank routing number, and account number

I authorize the State of Alaska to make necessary adjustments to the above account to correct any credit entries made in error. I understand that the State will make a reasonable effort to notify me within 24 hours when an adjustment is made. This authority remains in effect as long as I have an open child support case with the State of Alaska o until the State receives written notice from me.

I understand that 30 days written notice is required to change financial institutions, account numbers, or account type; that I must notify CSED if I close my account or change my address; that the name on the child support case must match the name on the account into which deposits are being made; and that direct deposit will begin only after the above information has been electronically verified.

_____ _____ _____

Signature Date Day phone