

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Address]
[City, State, ZIP Code]
[Judge's Name]
[Court's Name]
[Court's Address]
[City, State, ZIP Code]

Re: Child Support Payment Order

Dear [Judge's Name/ Recipient's Name],

I hope this letter finds you well. I am writing to formally address the child support payment arrangement regarding [Child's Name], born on [Child's Date of Birth].

1. ****Case Information****

- Case Number: [Insert Case Number]
- Parties Involved: [Your Name and Other Parent's Name]

2. ****Current Support Payment Details****

- Ordered Amount: [Monthly Payment Amount]
- Payment Schedule: [Weekly/Bi-weekly/Monthly]
- Last Payment Date: [Date of Last Payment]

3. ****Additional Information****

- [Any relevant details about changes in circumstances, payments made, etc.]

I kindly request that the court considers this information in relation to the ongoing child support obligations. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further clarification.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]