

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Child Support Payment Terms Agreement

I hope this letter finds you well. I am writing to propose the terms regarding child support payments for our child, [Child's Name], born on [Child's Date of Birth]. It is important that we establish clear and fair conditions to ensure the well-being and support of our child.

1. **\*\*Amount of Support\*\***: I propose a monthly payment amount of \$[Amount] to be made for the duration of [specify duration, e.g., until the child turns 18, until college, etc.].

2. **\*\*Payment Schedule\*\***: Payments will be made on the [specify date, e.g., 1st or 15th of each month] and will be sent via [specify payment method, e.g., bank transfer, check, etc.].

3. **\*\*Additional Provisions\*\***:

- [Specify any additional agreements regarding medical expenses, education costs, etc.]

- [Include any adjustments for future changes in income or child needs.]

4. **\*\*Review Period\*\***: We agree to review these terms every [specify time period, e.g., year, two years, etc.] to ensure they remain fair and adequate.

Please review these proposed terms and let me know if you agree or have any suggestions for changes. I believe it is in our child's best interest to reach an amicable agreement.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Optional: Enclosure or Attachment if necessary]