

[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],

Re: Child Support Payment Agreement

I hope this letter finds you well. I am writing to formalize our agreement regarding child support payments for [Child's Name] born on [Date of Birth].

After our discussions, we have agreed upon the following terms:

1. **\*\*Payment Amount:\*\*** [Specify amount]
2. **\*\*Payment Frequency:\*\*** [Weekly/Monthly/Bi-Weekly]
3. **\*\*Payment Start Date:\*\*** [Start Date]
4. **\*\*Payment Method:\*\*** [e.g., Bank transfer, check, etc.]
5. **\*\*Duration of Payments:\*\*** [Specify duration or state until child turns 18 or finishes school]

Please review the terms outlined above and confirm your acceptance by signing below. If you have any questions or need further clarification, feel free to reach out.

Thank you for your cooperation in this matter.

Sincerely,

[Your Name]  
[Your Signature]

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[Recipient's Name]  
[Date]