

PAYMENT INSTRUCTION SHEET

(Variable 1, 2 or blank)

THIS SHEET IS ONLY A PAYMENT INSTRUCTION SHEET. DO NOT USE FOR ANY OTHER PURPOSE.

You must send your child support payment to:

In order for your payment to be processed correctly, please return this form with your payment.

Make your check or money order payable to:

NCP Name: _____

NCP Rin: _____

If this payment is for more than one docket, tell us how much you're paying on each docket.

Docket Number(s)	Issuing County Where Order Issued	Payment Amount	Name of the Custodial Parent
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Other Payment Options:

www.expertpay.com

An easy and secure way for child support obligors to make payments.

Fee Schedule

One Time Registration Fee - a one-time registration fee of \$2.50 is charged to the first payment on a new bank or PayPal account. The registration fee charged is in addition to the child support payment amount and any transaction or convenience fees.

PayPal Convenience Fee - a 2.95% convenience fee is charged to all payments made with a PayPal account, with a maximum convenience fee of \$60.00. Fees are in addition to the child support payment amount.

Credit Card Convenience Fee - a 2.95% convenience fee is charged to all payments made with a credit card, with a maximum convenience fee of \$60.00. Fees are in addition to the child support payment amount.

ACH Debit Fee – There are no transaction fees for debit-based child support payments in Illinois.

Pay by Phone – 1-866-645-6347

There is a registration process for first time users. Once registered, obligors can make payments on-line using Visa, MasterCard or Discover. A processing fee will be charged. The fee schedule is: Payments of \$0 - \$500.00 – a Flat Rate fee of \$14.95. Payments of \$500.01 or more – a Percentage Rate of 2.95%. It can take up to 7 business days before your payment is posted to your child support account.

Out of State Cases/Payments: If you previously made or are currently making child support payments to a location in another state, you should resume or continue to do so.