

**IN THE CIRCUIT COURT FOR THE TWELFTH JUDICIAL CIRCUIT
IN AND FOR MANATEE COUNTY, FLORIDA**

IN RE:

FAMILY DIVISION
CASE NO. _____

_____,
Petitioner,
and
_____,
Respondent.
_____ /

MEMORANDUM TO CLERK

TO: CLERK, CIRCUIT COURT, DOMESTIC RELATIONS DIVISION

The Court has ordered the payment of child support and/or alimony to your office in the amounts and at the times indicated below. Please make disbursement of this money to the proper payee.

PAYOR INFORMATION

1. Name: _____ Home Telephone: _____
Address: _____

Date of Birth: _____ Social Security Number: _____
Driver's License Number: _____ State: _____
2. Height: _____ Sex: _____
Employer: _____
Address: _____

Telephone: _____ Wages: _____
3. Attorney for
Payor: _____

PAYEE INFORMATION:

1. Name: _____ Home Telephone: _____
Address: _____

Social Security Number: _____ Work Phone: _____
Date of Birth: _____

2. Attorney for Payee: _____

4. Children:

Name	Date of Birth	Social Security Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

PAYMENT INFORMATION:

1. Alimony Payable \$ _____ per _____
Current Child Support \$ _____ per _____
Arrears Total \$ _____ as of _____
Payable \$ _____ per _____
Medical Total \$ _____ as of _____
Payable \$ _____ per _____
Medical Insurance Payable \$ _____ per _____
Attorney Fees/Costs \$ _____ within _____ days
HLA Fees \$ _____ within _____ days
Clerk's Fee \$ _____

2. **TOTAL \$** _____

FIRST PAYMENT DUE ON: _____

3. Other: _____

DATED ON THIS _____ DAY OF _____, 19____.

_____ Signature