



# WYOMING DEPARTMENT OF FAMILY SERVICES

*Safe at home • Supporting the people who support the families • Opportunities for success*

Dear Employer:

Recent Federal and State law requires that wage withholding for child support payments are to be sent to a single address location in each state. This location is known as the State Disbursement Unit (SDU). You must begin sending Wyoming child support payments to the SDU at the following address:

Wyoming Child Support  
State Disbursement Unit  
2300 Capitol Avenue,  
Fifth Floor, Suite A  
Cheyenne WY 82002

Wage withholding has proven to be one of the most effective tools for ensuring that children get the support they need. Your cooperation in this process is greatly appreciated.

To further ensure that the children receive support in a timely manner, **please provide the following information for each payment: the full name of the employee, the case identifier number (please do not use the civil action or the court docket number as the identifier), the social security number, payment amount and the pay day date. Please use the attached Employer Remittance Form and make copies and changes as needed. Send payment within 7 calendar days of the pay date/date of withholding.**

If you are withholding for more than one employee, you may include all the withholdings for Wyoming child support on one check. If you are withholding for more than one order for an individual employee, please include all employee's case identifier numbers for which you are withholding. We will pro-rate your payment across all cases having an active withholding order. Please use the attached Employer Remittance Form.

Wyoming's SDU can only accept payments for Wyoming child support. No other state or county circuit court payments can be accepted. If you have any questions or would like to arrange to make payments by electronic funds transfer (EFT) please contact the SDU at 1-888-570-9914.

Thank you,

Wyoming Child Support  
State Disbursement Unit

Mark Gordon, Governor  
Korin A. Schmidt, Director

State Disbursement Unit  
2300 Capitol Avenue,  
5<sup>th</sup> Floor, Suite A  
Cheyenne, WY 82002-0490  
888-570-9914 • (307) 777-5300  
[childsupport.wyo.gov](http://childsupport.wyo.gov)