

INCOME DEDUCTION ORDER (IDO)
(Non-Title-IV-D Cases)

THE FOLLOWING FORMS ARE TO BE USED WHEN REQUESTING THE COURT ENTER AN INCOME DEDUCTION ORDER

- 12.996 (a) Income Deduction Order**
- 12.996 (b) Notice to Payor**
- 12.996 (c) Notice of Filing Return Receipt**

These forms are available online at www.flcourts.org, Self-Help, Family Law Forms or purchased from the Family Law Clerk's office.

- 1. The IDO must be all filled out (per instructions), except the portion reserved for the Judge's signature and date.**
- 2. Provide four (4) copies of the IDO and three (3) stamped pre-addressed envelopes (one (1) addressed to the employer, one (1) addressed to petitioner and one (1) addressed to the respondent) to the Clerk of Court.**
- 3. A Written Request for Entry of the Income Deduction Order should accompany the orders and a copy of the request must be provided to the respondent.**