

INCOME DEDUCTION ORDER (IDO)

TO BE COMPLIANT WITH STATE AND FEDERAL LAW, THE FOLLOWING FORMS ARE TO BE USED WHEN REQUESTING THE COURT ENTER AN INCOME DEDUCTION ORDER

12.928 Cover Sheet for Family Court Cases

12.996 (a) Income Deduction Order

12.996 (b) Notice to Payor

12.996 (c) Notice of Filing Return Receipt

Instructions to Federal Income Withholding Order (IWO)

Federal Income Withholding Order (IWO)

These forms are available online at [the Florida state courts website](#), Self-Help, Family Law Forms or in the Family Law Clerk's office.

1. The IDO & IWO 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 & IWO 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 & Withholding Order should accompany the orders and a copy of the request must be provided to the respondent.
4. File with clerk.