STATE OF CALIFORNIA– STATE CONTROLLER'S OFFICE

SALARY GARNISHMENT
CHILD SUPPORT/FAMILY SUPPORT

STD. 639 CFS (REV. 5/2009)

NOTE: SUBMIT ORIGINAL TO THE STATE CONTROLLER'S GARNISHMENT UNIT. SUBMIT ORIGINAL, ONE COPY AND COURT ORDER.

DOCUMENT NUMBER

Reference Payroll Procedures Manual Section H 300

1. AGENCY NAME	4. POSITION NUMBER			
COMPLETE	*(Agency)*	*(Unit)*	*(Class)*	*(Serial)*

2. SOCIAL SECURITY NUMBER	3. NAME (F.I.) (M.I.) (LAST)				
XXX-XX-XXXX	X X XXXXXXX	XXX	XXX	XXXX	XXX

5. EFFECTIVE DATE	6. ACTION TYPE
02/13/07	☑ NEW ☐ MODIFICATION OR CORRECTION OF ITEM _____ ☐ CANCELLATION OF GARNISHMENT ORIGINAL EFFECTIVE DATE _____

7. PAY FREQUENCY ☑ MONTHLY ☐ SEMI-MONTHLY ☐ BI-WEEKLY

8. GARNISHMENT TYPE (038)

A. ☑ COURT ORDERED ASSIGNMENT OF WAGES (ONGOING SUPPORT) (FC 150 et seq., 5200 et seq. or PC 3088)

$ 700.00 *(Monthly Amount)*

$ 700.00 *(Deduction Amount per Pay Period)*

☐ DEDUCTION AMOUNT CHANGED FROM $ _____ *(Must be completed if changing 8A)*

B. (399/002) ☑ EARNINGS WITHHOLDING ORDER FOR SUPPORT - ARREARAGES *(CCP Section 706.030, 706.052, and 706.070 et seq.)* *(including FTB Child Support Collection Program, Revenue & Taxation Code 19271)*

9. ARREARAGES $ 99,999.99

10. COMPLETE FOR USE BY DEPARTMENT OF CHILD SUPPORT SERVICES ONLY

EMPLOYEE ADDRESS ☞ C O M P L E T E

C O M P L E T E

EMPLOYEE DATE OF BIRTH (MM/DD/YYYY) ☞ X X X X X X X X

11. COMPLETE ONLY IF COURT SPECIFICALLY STATES *(May only be completed with 8B.)*

A ☐ TERMINATION DATE OF EARNINGS WITHHOLDING ORDER _____

B ☐ MAXIMUM GARNISHMENT AMOUNT DEDUCTIBLE PER MONTH $ _____

C ☐ SUPPORT EXEMPTION AMOUNT $ _____

D ☑ SPECIFIC AMOUNT TO BE DEDUCTED PER MONTH $ 300.00

12. WARRANT TO BE MADE PAYABLE TO

Must be completed   Case Number

ENTER CASE NUMBER ☞ C O M P L E T E

PAYEE NAME ☞ C O M P L E T E

C / O SDU
PO BOX 989067
WEST SACRAMENTO CA 95798

13. REMARKS

14. FORM COMPLETED BY	TELEPHONE NUMBER AND EXTENSION	15. PAYROLL INFORMATION CERTIFIED IN ACCORDANCE WITH B/C RULE 660	
COMPLETE	COMPLETE	AUTHORIZED SIGNATURE ✍ COMPLETE	DATE
		TYPED NAME COMPLETE	