

**ODU RESEARCH FOUNDATION
CHILD SUPPORT AUTHORIZATION**

Beginning July 1, 1993, Virginia employers are required by law to notify the Child Support Enforcement Reporting Unit of the Virginia Employment Commission of the identities of all new employees, VA. Code Section 60.2-114.1. If an employee is subject to an income withholding order, employers are required to make appropriate withholdings. The following information will be reported to the Virginia Employment Commission and the Department of Social Services:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Social Security Number: _____ - _____ - _____

Are you subject to any income withholding order for child support? _____ Yes _____ No

If yes, please provide a copy of the order upon completion of this form.

The employer is authorized to charge a service fee of \$5.00 per remittance of child support payments.

The above information shall be kept confidential by the Research Foundation except as required by law. Falsification or material misrepresentation in providing the above information may subject an employee to a withdrawal of the offer of employment, or immediate termination.

Signature below indicates that the employee has read the above and understands what information will be reported to the Virginia Employment Commission upon commencement of employment with the Research Foundation.

Employee's Signature

Date