Automated Payment Bulk Upload is also available!

Use this option for multiple employees' payments.

Step 1   Log in to your account

Step 2   Access the bulk upload option in the Employer Main Menu

Step 3   Create a file containing your employee's payment data

Step 4   Select file type and provide file layout details

Step 5   Attach and send the file

Step 6   Review and confirm the file records layout and submit

Questions?

Visit our Employer Resource Center at: www.childsup.ca.gov and click on the Employer tab.

SDU E-PAY!
State Disbursement Unit

Employer's Quick-Reference Guide to Electronic Payments

California Department of Child Support Services

It's Fast!

Three ways to pay using the Automated Payment System!

Pay with an Electronic Funds Transfer (EFT) by Automated Clearing House (ACH) credit

Pay with direct withdrawal from a savings or checking account

Make a payment with a Credit Card or a Visa or MasterCard branded debit card

On-Line: www.childsup.ca.gov/employer

OR

Pay By Phone: 1.866.325.1010

It's Easy!

Automated Payments —Getting Started—

Step 1   Setup your account @ www.childsup.ca.gov/employer

Step 2   Receive secure PIN letter via US mail

Step 3   Login to your account @ www.childsup.ca.gov/employer

Step 4   Enter your bank account or credit card information

Step 5   Start making payments

Your personal identification number (PIN) gives you complete control over your account information.

It's Secure!

Electronic Funds Transfer —Getting Started—

Step 1   Contact us for an SDU EFT Enrollment Form

Step 2   Submit the completed form by fax to 916.576.8928

Step 3   Create and submit an EFT test file. The SDU can only accept EFTs in National Automated Clearing House Association approved file formats

Step 4   Receive an authorization letter

Step 5   Start making payments

Set-up Your Account Today!