

# Sample Legal Process

*(Note: A legal process (an alimony and/or child support garnishment order) must meet the requirements of 5 U.S.C. § 8437(e)(3) and 5 C.F.R. part 1653, subpart B. The Thrift Savings Plan will honor any legal process that meets these requirements. Use of the format below is not required.)*

[court name]

Petitioner            )  
vs.                        )  
Respondent            )

## ORDER FOR GARNISHMENT OF A TSP ACCOUNT

**WHEREAS** by order of this court [participant's name, Social Security number (SSN), and address] was required to pay alimony and/or child support to [payee's name, SSN, address, and relationship to participant];

**AND WHEREAS** [participant's name] has failed to meet this obligation and is currently \$\_\_\_\_\_ in arrears;

**IT IS THEREFORE ORDERED** that the Thrift Savings Plan (TSP) pay to [payee's name] \$\_\_\_\_\_ from the [civilian or uniformed services] TSP account\* of [participant's name] to satisfy the obligation.

**IT IS FURTHER ORDERED** that the earnings will be paid on the amount of the entitlement under this ORDER until payment is made. *(Note: This paragraph is optional.)*

Signed this [day] day of [month], [year].

**BY THE COURT:**

\_\_\_\_\_  
Judge

\_\_\_\_\_  
\*If the participant has both a civilian TSP account and a uniformed services TSP account, the court order must expressly identify the account to which it relates.