

8. Enter the **Case Number** and press **Add Case**. The following screen appears with the **Case Information** filled in at the bottom.

**Step 1:** Select the **Pay Group** or groups that you want to pay; i.e., weekly, monthly. This applies when making payments on more than one case.

**Step 2:** Indicate **Medical Insurance** availability and fill in **Withholding Date** when adding multiple cases if different for each case.

**Step 3:** Indicate the **Amount** to be paid for each case. The remaining information is automatically filled in. Check all information, if correct, click on

**Save Changes**.

9. Select the **Pay Group** by choosing the correct option from the drop down box. **Pay Group** is defined as how often payments are submitted. Select the desired cases by clicking the **Pay Checked Case(s)** checkbox. Click the **Make Payment** button.

**There is a nonrefundable transaction fee. This fee is charged by the financial service provider. The description on your billing statement will be: MyFloridaCounty.com.**

**WARNING: Making a support payment using this service will deduct money from your account IMMEDIATELY!**

10. Please ensure that all credit card information is accurate. Enter the **Security Code** from the back of the credit card. Click the **Continue** button.

**Confirm** the payment amount.

11. The final screen is the **Receipt** for the transaction. **You will receive a copy of the receipt at the email address that was provided in Step 4.** Print this receipt to keep in your records.

**CONGRATULATIONS!**  
YOU HAVE JUST SET UP YOUR MOST IMPORTANT PAYMENT ACCOUNT.

If you have questions or if you do not receive a receipt, please contact [webmaster@myfloridacounty.com](mailto:webmaster@myfloridacounty.com) or call **1.877.326.8689**.

# PAYING CHILD SUPPORT ONLINE

## Setting Up Your Child Support Payment Account



[MyFloridaCounty.com](http://MyFloridaCounty.com)

[webmaster@MyFloridaCounty.com](mailto:webmaster@MyFloridaCounty.com)  
**1-877-326-8689**

## INTERESTED IN SETTING UP A SAFE AND SECURE ACCOUNT?

When making your child support payment through MyFloridaCounty.com, you have two options. You can enter the case and credit card information each time you make a payment or you can set up an account to store the information with MyFloridaCounty.com.

By setting up an account:

- You have the option to pay by e-check or credit card;
- You are free to process the payment at your convenience;
- You no longer have to add case information or credit card information each time. Your case and banking information reside in a safe and secure environment, only you have access to this information. The information is retrieved by supplying a user name and password that you have chosen;
- The system keeps track of the activities that have taken place on your account through MyFloridaCounty.com, providing you a detailed history of transactions. **NOTE: Only payments processed in your MyFloridaCounty.com payment account are captured in this payment history.**

1. Go to **www.myfloridacounty.com**. and click on **Child Support**.
2. In the **Create an account** column, click on the **Create Account** button.



3. Fill in the **Personal Info** on the **Account Information** page.

### Account Information

You may make changes to your personal, account, or payment information below.

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**Personal Info**

Account Type  Individual  Employer

First Name

Last Name

Company Name (optional)

Address

City

State

Zip

Phone Number (format XXXXXXXXXX)

4. Fill in the **Account** and **Billing Info** on the **Account Information** page.

---

**Account Info**

Email

Confirm Email

Username

Password

Confirm Password

---

**Billing Info**

Payment Method?  Credit Card

Name (as it appears on card)

Card Number (no dashes or spaces)

Card Type

Expires

[Save Changes](#)

Click the **Save Changes** button.

5. You are prompted to supply a **Username** and **Password**. Choose a unique login but something easy to remember. Please **DO NOT** share this information with anyone.

Click on the **Login** button.

### Account successfully created!

Complete the form below to login to your account.

---

Username  Required.

Password

[Forgot your password?](#) [Login](#)

6. Next you need to **Manage Cases** by clicking on the **Add Case** button to add a case or cases to your account.

7. You have two options to enter the **Case Number**:

### Add Cases

Please choose how you'd like to select your case. Next, fill out the corresponding fields.

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How would you like to add your case?  Depository Number [?](#)  Uniform Case Number [?](#)

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County

Case Number

99,99% de usuarios prefieren el Depositarío opción

[Add Case](#)

- a. **Depository Number:** i.e., 09-0123000-CA. Click on the down arrow to select the **County Name** in which your child support case is filed and enter the **Case Number**. Press **Add Case**.
- b. **Uniform Case Number:** i.e., 121989DR000010CAXXJC. Click on the down arrow to select the **County** name in which your child support case is filed and enter all information in the appropriate spaces. Press **Add Case**.