

## R&D Fee Coupon

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This is your Receipt & Disbursement (R&D) Fees coupon. You may use this coupon to pay your yearly R&D fee, and R&D fees from prior years.

- **Do not give this coupon to your employer.** Employers receive special coupons for withholding unpaid R&D fees.
- **Do not use this coupon to pay your support or costs** (such as birth costs) that you owe. Use the Payment Coupon to pay support and costs.
- **Use the correct coupon for the type of payment.** This coupon instructs the Trust Fund to apply your payment to R&D fees. If you use the incorrect coupon, your payment will be applied to the wrong balance. Use this R&D Fee coupon to pay your R&D fee **only**.
- **Do not use this coupon to pay any liens.** Contact your [child support agency](#) for assistance.

If we receive an R&D payment from both you **and** your employer, any excess payment will be applied to your other balances. If you have no outstanding balances, the excess will be refunded to you.

If you have questions about how to use a coupon, please call the Wisconsin Support Collections Trust Fund, Monday through Friday, 8:00 a.m. – 5:00 p.m. (central time), at:

(414) 615-2400 Metro Milwaukee area  
(800) 991-5530 outside the Metro Milwaukee area  
(877) 209-5209 TTY

### Important

- **Include your KIDS PIN** (or social security number/individual tax identification number) on your check or money order. **Do not** send cash or correspondence.
- **Mail coupon along with check or money order to:**  
WI SCTF  
Box 74200  
Milwaukee, WI 53274-0200

**Providing your social security number/individual tax identification number is voluntary.** You may enter your KIDS PIN below. Your “KIDS PIN” is **your** child support PIN number. It is written on your Monthly Statements and on most notices sent by your child support agency. You may also contact your [child support agency](#) for your KIDS PIN.

**Thank you!**

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# R

Your Name \_\_\_\_\_

Your Social Security Number/  
Individual Tax Identification Number \_\_\_\_\_

**OR**

Your KIDS PIN \_\_\_\_\_

Amount Enclosed \$ \_\_\_\_\_