



Court of Common Pleas of Berks County

Twenty Third Judicial District of Pennsylvania
Domestic Relations Section
633 Court Street, 6th Floor, Reading, PA 19601-4316
(610) 478-2900 Fax: (610) 478-6585 or 610-478-6583

Linda F. Epes, Esq., *Director*
Tracy A. Brown, *Deputy Director*

Direct Payment Form

_____ vs. _____ Case # _____

Date: _____

All fields must be completed in order to submit a private agreement to Domestic Relations

I would like to give the defendant credit in the amount of \$ _____ for direct payments.

Reason for Direct Payment:

NOTE: Any payments made directly to plaintiff are normally considered a gift however Domestic Relations will allow a plaintiff to credit the defendants arrears one time. Any additional direct payments will incur an administrative fee of **\$15.00** (per occurrence) for transactions that result in this office having to credit your account due to direct payments made by the defendant to the Plaintiff.

Plaintiff's name _____

Plaintiff's signature _____ Date _____

Address _____

Phone # _____

Email Address _____

Plaintiff's Attorney signature _____ Date _____