



**Marchel M. Eubank**  
Hill County District Clerk  
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## **e-Filing Request for Issuance for an ORDER WITHHOLDING TO EMPLOYER**

*Please use other request forms for all other types of issuances*

- ❖ **This document MUST be filed as a separate LEAD document when e-filing.**
- ❖ **Choose the filing code "Request" and add "Order Withholding to Employer" in the description field.**
- ❖ **Select the issuance of "Order/Notice of Withholding" using the *Optional Services* section on the e-filing screen**

Cause No.: \_\_\_\_\_ Date of Order to be  
Sent to Employer: \_\_\_\_\_

Style of Case: \_\_\_\_\_  
\_\_\_\_\_

Employer Name: \_\_\_\_\_

Employer Address: \_\_\_\_\_  
\_\_\_\_\_

**IF YOUR NAME OR ADDRESS HAS CHANGED  
PLEASE PROVIDE THE NEW INFORMATION BELOW**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**Information furnished by:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_