**Section 160.95 State Disbursement Unit**

a) The Department shall establish a State Disbursement Unit in accordance with the provisions of Section 10-26 of the Illinois Public Aid Code [305 ILCS 5/10-26] and Section 454B, Title IV-D of the Social Security Act (42 USC 654b). The purpose of the State Disbursement Unit shall be to collect and disburse support payments made under court and administrative support orders:

1) in IV-D cases; and

2) in non-IV-D cases in which support payments are made under the provisions of the Income Withholding for Support Act [750 ILCS 28].

b) In accordance with Public Act 91-0677, the Department shall provide notice to the clerk of the court (if the order for support was entered by the court),the obligor and, where applicable, to the obligor's payor of income to make support payments to the State Disbursement Unit if:

1) the order for support in a IV-D case was entered before October 1, 1999; or

2) the order for support in a non-IV-D case does not provide that income withholding payments are to be made to the State Disbursement Unit.

c) The notice (see subsection (b) of this Section) may be sent by ordinary mail, certified mail, return receipt requested, facsimile transmission, or other electronic process, or may be served upon the obligor or payor using any method provided by law for service of a summons. The Department shall provide a copy of the notice to the obligee and, where the order for support was entered by the court, to the clerk of the court.

d) If the State Disbursement Unit receives a support payment that was not appropriately made to the Unit, the State Disbursement Unit shall return the payment to the sender within two business days after receipt, including, if possible, instructions detailing where to send the support payments.

e) Support payments that are appropriately made to the State Disbursement Unit shall be disbursed in accordance with the provisions on distribution of support collections in this Subpart F.

(Source: Added at 24 Ill. Reg. 3808, effective February 25, 2000)