

How to make a payment online:

- 1) Go to [www.officialpayments.com](http://www.officialpayments.com)
- 2) Click on Local Payment
- 3) Use drop down boxes to select Ohio, Allen County Department of Job and Family Services & overpayment
- 4) Click on Make a Payment
- 5) Enter payment amount and your type of credit card
- 6) Accept the terms & conditions
- 7) Provide your credit card information
- 8) Confirm your credit card information
- 9) Print out your digital receipt.

How to make a payment via telephone:

- 1) Call 1-800-272-9829
- 2) Press 3
- 3) Enter jurisdiction code: 8434
- 4) Press 1
- 5) Press 1 for Overpayment

**\*\* Continue to follow prompts until payment is entered.**

Once you have completed all the steps, please call the Investigation Unit at 419-228-2120 to let them know you have made a payment online or over the phone. The payment will be credited to your account once we get confirmation from the Courthouse.

**Please note there is a \$3.95 charge to pay by credit card and \$1.95 for debit card. This amount is NOT applied towards your overpayment.** If you have any questions or concerns please feel free with contact the Investigation Unit at 419-228-2120.