



OWL'S TEXAS CHILD SUPPORT ARREARAGE ©

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INSTALLATION INSTRUCTIONS

To install Texas Child Support Arrearage, follow these easy steps:

1. Place the CD in the appropriate drive;
2. If the installation program does not start, open **My Computer**, and then double click on the CDROM drive. If that fails to start the install program, open the CDROM drive and click on **Launch.exe**
3. After installation is complete, the program will place a program icon in the folder, Owl's Programs on the Start Menu and on the desktop.

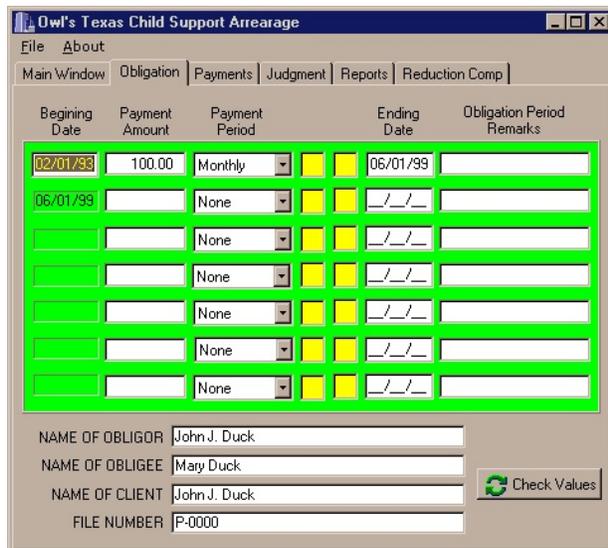
MAIN SCREEN



Main Window Tab

creating or choosing a new file click on Obligation, then Payments, and Judgment. After you have entered these as applicable then go to the Report section. You cannot use the tab sections until you have placed a file in use.

OBLIGATION



Obligation Tab

monthly and bi-monthly payments. Another rule to remember is that you must enter each period in chronological order. The ending date is the first date that the regular payment changes or reduces to \$0.00. The remarks section is for your use in identifying the obligation period, **it is not** printed in the reports.

This screen is the main screen of the program. It shows a summary of the last report that was generated for the file selected. To begin click on File, then New.

The File menu is the only menu which is used in the program. The About selection will give you the version number of the program and the contact number for Owl Software, Inc. With the File menu, you create new files, select, copy, and delete existing ones. The green shaded portion displays a summary of the last report you generated. To exit the program, click on the "x" or select File, then Close.

Across the top of the screen are some notebook tabs. With these tabs, you work your way across the tabs one at a time. After

This is the screen where you enter the child support obligation. There can be up to seven different obligation periods. Usually you will not have to use more than two or three. The obligation periods can be found in the support judgments. You enter the beginning date, the amount of each payment, whether it is ordered to be paid monthly, bi-monthly, two weeks, or each week. Clicking on the down arrow will allow you to choose the payment period. If you choose bi-monthly then you will be required to enter the dates each month that a payment is due. Remember that because February only has 28 days in most years, you cannot use the dates 29, 30, and 31 when entering dates for

PAYMENTS

PAYMENTS MADE ON CHILD SUPPORT

19940304	1000.00	Tax Return
19940515	200.00	Payment

*When adding or editing, you cannot have a payment date in the future.
Any payment must have a value.*

ADD
DELETE
EDIT
PRINT LIST

200.00 Payment Record Cancel Add

Payment Tab

This section is where you enter the payments that have been made on the child support obligation. You do not have to enter the payments in any chronological order, the program will keep them in order for you. When adding payments, you will notice that the amount of payment remains the same until you change it. This feature allows you to enter payments in regular amounts by entering the date and using the tab key to highlight the record button and press the space bar. To add a payment, click "Add" and then "Record". To exit the adding procedure without adding the payment, click on the "Cancel" button. To delete any payment, highlight the payment and click on the "Delete" key. To edit the payment, highlight the payment, click on

EDIT and then make the changes you desire.

JUDGMENT

SUPPORT JUDGMENTS

Date	Amount	Interest	%	Comments
01/01/92	10000.00	0.00	10	
09/01/93	20000.00	0.00	12	
///				
///				
///				
///				
///				

1. Enter the date and total amount of the Judgment.
2. Enter any comment you may have.
3. Judgments before 09/01/93 are 10% compounded annually;
Judgments on or after 09/01/93 are 12% simple interest

Check Values

Judgment Tab

If you have any judgments which confirmed child support, you enter the date, amount and if any interest was confirmed, the amount of interest. All judgments before September 1, 1993 were general judgments and accrued interest at the rate of 10% compounded annually. After September 1, 1993, all judgments accrued interest at 12% simple interest, the same as the child support, until January 1, 2002. At that time the percentage became 6% for any judgments rendered after that date. The date of the entry of the judgment controls the percentage of interest used by the program.

REPORTS

DATE	PAYMENT	SUPPORT	JUDGMENT	TOTAL DUE
12/14/09	184.62	4,134.29	11,558.54	15,692.83
12/15/09	0.00	4,534.91	11,560.28	16,095.19
12/30/09	184.62	4,359.62	11,586.36	15,945.98
01/11/10	184.62	4,182.47	11,607.22	15,789.69
01/15/10	0.00	4,584.96	11,614.18	16,199.14
01/28/10	184.62	4,408.49	11,636.78	16,045.27
02/15/10	0.00	4,819.81	11,668.08	16,487.89
02/16/10	184.62	4,635.85	11,669.82	16,305.67
02/22/10	184.62	4,455.21	11,680.25	16,135.46
03/15/10	0.00	4,869.12	11,716.77	16,585.89
04/15/10	0.00	5,289.86	11,770.67	17,060.53
05/15/10	0.00	5,711.86	11,822.84	17,534.70
07/17/11	0.00	6,079.97	12,567.05	18,647.03

Report Computation Tab

The REPORT tab is where the reports are generated and printed. There is a checkbox to limit interest on delinquent child support to September 1, 1991. The reason that you are given a choice is that the law is currently unsettled as to whether or not child support interest will accrue before that date. If you want to apply interest before that date leave the box unchecked. Otherwise check the box and interest will not be computed on delinquent child support until after September 1, 1991.

To generate the report click on **Generate Current Report**, and the visual shorthand report will appear in the report window.

Additionally, the report buttons will be enabled and you can print the reports. The

reports can be viewed on the screen or sent directly to the printer. To send the report directly to the printer, check the box next to the word **Printer**. The reports are as follows:

- ★ **Summary** - A summary similar to the one on the **Main Window**.
- ★ **Standard** - A report with totals, but not showing all events.
- ★ **Full Details**-A report printed in landscape mode with detail of each event including the amount of interest charged for that event.
- ★ **Payments**-Lists the payments with yearly totals.
- ★ **Authority**-Prints out the legal authority and the formulas used in the computations.

Each time you do something that might invalidate the current report, the preview window will become blank, requiring that you generate a new report. In this manner you are required to have a current report before you can print it out.

Date	Support	Payment	Due	Interest	% Interest	Principal
GENERAL						
01/01/1990	100.00	0.00	100.00	0.00	100.00	0.00
02/01/1990	100.00	0.00	200.00	1.02	201.02	0.00
03/01/1990	100.00	0.00	300.00	1.94	301.94	0.00
04/01/1990	100.00	0.00	400.00	2.86	402.86	0.00
SUPPORT COMPUTATIONS						

When you view a report, you can page through it by clicking on the arrow keys. You can print the report by clicking on the printer. Also, you can convert the report to other file formats by clicking on the envelope shown. You can view the

report in different magnifications by clicking on the percentage window.

REDUCTION COMP

Owl's Texas Child Support Arrearage

File About

Main Window | Obligation | Payments | Judgment | Reports | Reduction Comp

Annual Rate of Interest 12%

Monthly Payment Periods 0

Amount of Monthly Payments 0.00

Confirmed Support Arrearage 6000.00

Confirmed Arrearage Interest 2049.93

The number of payments for a given amount is an approximate payment. The last payment will usually be less than the regular amount of the payment.

Find Number of Pay Periods

Print Computation

Return

Compute Reduction of Support Tab

The **Reduction Comp** screen is handy when you want to determine how much should be paid to discharge the balance of the support judgment. Remember, that the support continues to accrue interest while the payments are being made. The computation is further complicated because the payments are allocated to the principal due, before it is applied to the interest on the principal of the debt. Just click **“Find Number of Pay Periods”**

An entry dialog will appear. The total confirmed support arrearage and confirmed arrearage interest are filled in automatically. You will have the opportunity to change these amounts, if you wish, when you supply the

suggested payments. You will be informed if the payment is too small to discharge the support debt within fifteen (15) years. The number of monthly payments necessary will be shown. Thereafter, the results can be printed for future reference.

CONVERT ARREARAGE FILES

Convert Old Arrearage Files (Index *.cdx)

File Path

FileName

File To Be Converted

Find Copy Convert Quit

DATE	PAYMENT	COMMENT	SORT DT

To convert the arrearage files which were created in an older windows arrearage program (Any year before 2011) you may have to convert the program before you can use the data that was created at that time. The conversion file can be found in the “Owl Programs” folder in the Start Menu. The file is named “Arrearage File Conversion” and is easy to use. Click on the “Find” button to find the file you need to convert. After finding the file, click on “Copy” and then click on “Convert”. Once converted, you can use the data in the new program. The only problem may be that you cannot copy it from the program as you can with the files you create with Arrearage 2011.



Thank you for purchasing our program. Call us or visit us at our Internet site at <http://www.OwlSoftwareInc.com> if you have any problems or suggestions about future editions of the program.