

Deferred Payment Agreement Business Rules

NOTE: Tenants or former owners who no longer reside at the property or will not reside at the property for the full duration of the contract ARE NOT ELIGIBLE FOR A DPA

In all situations, the DPA must be in the name of a PERSON, not a business or LLC

When making payments, customers must inform the cashier that they are making a DPA payment each time

Normal DPA – 12 Month Plan

Qualifications:

- No tax roll letter has been mailed
- No default within past 15 months
- Signed agreement and down payment must be received 14 days from date of request

Parameters

- 25% down payment + 11 monthly installments
- First 3 installments will pay 50% of remaining balance
- Last 8 installments will pay 25% of the remaining balance
- Monthly installment due dates are calculated based on customer's billing cycle
- Grace period on installment payments of two (2) business days – shared with customer only if extension is requested
- Down payment amount is not negotiable but, upon request, monthly installments could be extended for up to six (6) additional months

Regular Tax Roll DPA – 6 Month Plan

Qualifications:

- Tax roll letter has been mailed this year
- No default within past 15 months
- Signed agreement and down payment must be received by Tax Roll Deadline for the customer's billing cycle (this could be as soon as same day)

Parameters:

- 50% down payment + 5 equal monthly installments
- Monthly installments may or may not be due on the last day of the month
- No grace period on installment payments

Tax Roll with Default DPA – 4 Month Plan

Qualifications:

- Tax roll letter has been mailed this year
- Default within past 15 months
- Signed agreement and down payment must be received by Tax Roll Deadline for the customer's billing cycle (this could be as soon as same day)

Parameters:

- 65% down payment + 3 equal monthly installments
- Monthly installments may or may not be due on the last day of the month
- No grace period on installment payments