



BEAR VALLEY COMMUNITY SERVICES DISTRICT

POLICY TITLE: Accounts Receivable Policy

POLICY NUMBER: 2100

ADOPTED: April 9, 2026

It is the district's policy that accounts receivable be reviewed monthly as it is critical to the cash flow of the district and requires regular and prompt attention.

2100.1 Payment Due Date

Payments for residential water, sewer, solid waste, and other district services are due and payable at the close of business 19 days from the date of issuance (due date). If the due date falls on a weekend or District holiday, payment is due on the next working day.

2100.2 Penalty for Late Payment

Rates and charges not paid by the due date are subject to a basic penalty of 10% of the amount due. In addition, a penalty of 1% per month will accrue on the due date of each subsequent month for nonpayment of the charges and penalties.

2100.3 Discontinuance of Services

The district may discontinue services for nonpayment once the account is delinquent for at least 60 days beyond the date of delinquency per the process outlined in district code.

2100.4 Dishonored Checks

If a check submitted to the district for payment on any account fails to clear for insufficient funds and is returned, the account shall be considered unpaid. Any receipts issued for the payment shall be considered void and the indebtedness shall be restored to the account, and any late penalties shall apply.

2060.4.1 Crime – Misdemeanor

Per California Penal Code section 476 (a), any person who willfully, with intent to defraud, submits to the district a check, draft, or order upon a bank or depository for the payment of money knowing at the time that the account the check, draft, or order is drawn against has insufficient funds to cover the amounts has committed a criminal act. If the amount of all checks, drafts, or orders from that person does not exceed \$950, the offense is punishable as a misdemeanor. The district may seek civil remedies, including the cost of investigation, to recover the funds in addition to any criminal charges.

2060.4.2 Crime – Felony

Per California Penal Code section 476 (a), any person who willfully, with intent to defraud, submits to the district a check, draft, or order upon a bank or depository for the payment of money knowing at the time that the account the check, draft, or order is drawn against has insufficient funds to cover the amounts has committed a criminal act. If the amount of all

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