

# Sacramento Metropolitan Air Quality Management District

## Payment of Fees and Penalties

(Effective October 16, 2017)

### **Payment Acceptance Policy**

Payments must be for the full amount due unless prior written arrangements for installment payments have been made. Payments cannot exceed the amount due as the District does not make change.

### **Accepted Forms of Payment**

Check, cashier's check, money order, debit card, prepaid debit card or the following major credit cards: Visa, MasterCard, Discover and American Express. Cash will not be not accepted.

#### Check / Money Order

- Must be made payable to Sacramento Metropolitan Air Quality Management District or SMAQMD
- Only one check per payment unless funds are being drawn against multiple accounts, then one check per account to be drawn against
- Checks returned for any reason, including Non-Sufficient Funds (NSF), will not be re-deposited. Replacement funds will be accepted by credit card or cashier's check only, and must include any applicable late fees
- Checks that are returned as NSFs may be submitted to a collection agency without notice to the customer
- Post-dated checks will not be accepted

#### Credit / Debit Card

A service charge made by GovPayNet applies to each transaction. The amount of this charge will be provided to the cardholder for acknowledgment and acceptance prior to completion of a transaction. This processing fee is tiered, with a minimum charge of \$1.50. Each tier roughly averages 3.5% of the transaction amount, however percentages within the tier will vary from this average.

### **Where to Make Payments**

Payments may be made by mail, in-person or online.

- Online payment link: <http://www.airquality.org/Businesses/Payments>
- Mailing / physical payment address: 777 12<sup>th</sup> Street, Suite 300, Sacramento, CA 95814