



Santa Fe Solid Waste Management Agency *Credit Account Policy*

GENERAL: Credit Accounts are available to commercial customers to facilitate their use of SFSWMA facilities. Customers desiring a credit account must complete a SFSWMA Credit Application, agree to the terms and policies contained therein and demonstrate acceptable credit history.

Credit applications are available at all SFSWMA facilities and must be returned to:

SFSWMA
149 Wildlife Way
Santa Fe, NM 87506-8342

Approval of applications will be based on, but not be limited to, credit history, references and type of business.

PAYMENT BOND & SECURITY DEPOSIT: All customers applying for a Credit Account are required to post either a payment bond or submit a security deposit with SFSWMA prior to credit being authorized. Security Deposits or Payment Bonds must be equal to two (2) times the estimated monthly charge or two thousand dollars (\$2,000.00), whichever is greater. Security Deposits will be held in a non-interest bearing account for the life of the account. It is the responsibility of the customer to provide SFSWMA with evidence of bond renewal for the duration of Credit Account. If the customer allows the bond to expire, service may, in SFSWMA's sole discretion, be provided on a COD basis until the bond renewal is provided to SFSWMA.

TERMS AND FEES: All SFSWMA facilities will issue a scale ticket to customers at the time of each transaction. A scale ticket is an invoice showing the date, time, vehicle ID, material code, weight of material, rate and amount due. Customers or their representatives (i.e. drivers) are required to sign each scale ticket to confirm the information on the ticket is correct.

Statements for each account include at a minimum: balance forward, payments, adjustments, current charges, itemization of transactions and balance due. Statements/Invoices are mailed monthly for all transactions generated during the previous month. Payments must be received by SFSWMA within thirty (30) days of the statement date. Payments cannot be applied to individual tickets. All payments will be credited to the most outstanding portion of the account first.

An account becomes delinquent thirty (30) days after the statement date. An account that is delinquent for more than sixty (60) days will automatically be changed to a "cash on delivery" (COD) account. Upon sixty (60) days past due SFSWMA may also utilize the Security Deposit or call in the Payment Bond to bring the account current. SFSWMA reserves the right to suspend services to customers whose credit account is delinquent for more than ninety (90) days. Customers will be required to pay their balance in full prior to resuming the use of SFSWMA facilities.

SFSWMA may add to the customer's SFSWMA credit account a late charge of 1.0% compounded monthly, when the unpaid balance of the customer's credit account remains unpaid thirty (30) days after the date printed on the statement sent to the customer. Any late charges will be applied to the previous balance after deduction of current payments and/or credits appearing on the face of the statement.

If a customer submits payment to SFSWMA with an Insufficient Funds (NSF) check, the account will automatically revert to a COD account. The NSF check and a \$25.00 returned check fee must be paid to SFSWMA prior to reauthorization of the customer's Credit Account.

ENVIRONMENTAL: Customers are required to comply with all SFSWMA rules and regulations. Customers must certify that the material they are transporting to SFSWMA facilities is not hazardous as defined by 40 CFR 261 and 20 NMAC 9.1 and does not contain regulated PCB's. Customers are required to meet and abide by all rules and requirements set forth in the Credit Application.