

## **Deferred Payment Account (DPA) Guidelines**

- Minimum usage should be at least \$333 per month.
- Minimum surety required should be no less than \$1,000 or three (3) times the estimated highest monthly landfill usage per quarter during the current fiscal year. ***Example: To calculate surety determine/estimate the highest monthly usage and multiply by 3. If usage is \$1,000 per month, surety must be at least \$3,000.***
- Lack of surety will result in landfill services being available on cash basis only.
- A City of San Diego business tax certificate (formerly business license) is required to open and maintain a DPA.
- All requests for landfill cards and/or replacement cards must be picked up at the Miramar Landfill Accounting Office located at 5180 Convoy Street, San Diego, CA 92111.
- You will have 17 days from date of billing to pay invoice in full. Fifty Dollars (\$50) or 10% of the invoice amount, whichever is greater, in penalties will be assessed on payments postmarked after the due date, plus 1% in interest per month thereafter. In addition to late penalties and interest, collection fees may be assessed.
- DPA authorization may be revoked at any time for non-payment or failure to maintain and comply with surety requirements as determined by the Environmental Services Department.
- DPAs are monitored periodically to ensure that account holders are maintaining the minimum levels of landfill usage required to maintain a DPA, which is \$1,000 in landfill disposal fees covering a timeframe of three months and \$4,000 per year. DPAs may be closed if not in compliance with minimum required usage.