

### **3RD PARTY COLLECTIONS FOR OVERDUE ACCOUNT BALANCES**

The Bondurant-Farrar Community School District may assess certain fees as provided under Iowa law or may provide for sales and services of certain items. These sales are considered normal business transactions and the district is expected to manage these sales in a fiscally efficient and responsible manner.

The district records the sale of each item or service by the student and/or individual that is responsible for the payment. Full payment is due at the time of the sale. In the event a recipient of the sale or service has any unpaid account balance over ninety (90) days past due, the district may submit the full account balance due plus any fees and penalties assessed to a 3<sup>rd</sup> party collection agency to recover the funds due. Depending upon the circumstances, these same rules would apply to an individual that is currently eligible for free or reduced meals and/or fees per the Federal Nutrition guidelines.

***Adopted:***           06/10/2019  
***Reviewed:***  
***Revised:***