## **ATTENTION**

The global outbreak of the Coronavirus has impacted all of our daily lives. At e-Collect the health and safety of our employees, their families, and the taxpayers is a top priority. In accordance with the CDC guidelines, we are making every effort to minimize exposure to our staff and taxpayers. Please understand for your safety and that 01 our staff, we have closed our offices to the public. Due to limited staffing and potentially higher than usual call volume, for your convenience we encourage taxpayers to use the website ecoJlectplus.com (see instructions below) to check your balances and make payments. If you need assistance with payment plans or assistance making payments via the website, you may contact our office at 866-225-0033.

## Payment Options Chester Upland School District

1. Mail-in payments (Please include pin number on check): PERSONAL CHECK, MONEY ORDER or CERTIFIED CHECK

e-Collect PO Box 620 Conshohocken, PA 19428-0620

Overnight Payments (Fed-ex or UPS):
PERSONAL CHECK, MONEY ORDER or CERTIFIED CHECK

e-Collect 804 Fayette Street Conshohocken, PA 19428

MAKE CHECKS PAYABLE TO: e-Collect
\*FOR RETURN RECEIPT, INCLUDE SELF-ADDRESSED STAMPED ENVELOPE

2. Phone payments: Convenience fee will apply\*
CREDIT/DEBIT CARD (FEE APPLIES)

PHONE: (866) 225-0033

## FEE SCHEDULE

Open File and Issue Legal Demand Letter	\$150.00
File Lien and Send Second Demand Letter	\$165.00
Prepare and File Writ of Scire Facias	\$165.00
Obtain Re-Issued Writ	\$30.00
Prepare and Mail Correspondence per Pa.R. C.P. § 23 7 .1	\$30.00
Prepare Motion for Alternate Service	\$165.00
Prepare and File Default Judgment	\$165.00
Prepare and File Writ of Execution	\$700.00
Attendance at Sale; Review Schedule of Distribution; Resolve Distribution Issues	\$400.00
Petition to Assess Damages	\$45.00
Petition for Free and Clear Sale	\$400.00
Continue Sheriff Sale	\$20.00
Bankruptcy Proof of Claim	\$100.00
Extended Payment Plan	\$45.00
Handling Fee for Returned Check	\$25.00
Handling Fee to Issue Refund Check	\$25.00
Services Not Covered Above	At an hourly rate between \$60 - \$200 per hour

There shall be added to the above amounts' reasonable out-of-pocket charges, costs, expenses and fees such as, but not limited to, postage, title searches, prothonotary fees and sheriff fees.

The collection fees and the attorney fees listed above will be assessed only if the corresponding action is performed.

## e-Collect

Agent for the Chester Upland School District