



AGREEMENT TO PAY FEES

This agreement between City of Chewelah and _____ ,
whose interest in the project is _____ , is entered into this
day of _____ , 20 _____. *(Owner, Agent, Applicant)*

This agreement is for the project known as: _____

That the individual and parties named herein as having an interest in the above described property or project agrees to the following:

1. Reimburse City of Chewelah for project review, advertisement, and inspection fees as specified by City of Chewelah. The fees will be based on actual costs incurred by City of Chewelah for reviews, advertisement and/or inspections, and will be billed monthly as accrued. Any billing amounts due, including any expenses incurred in the collection of an overdue account, must be paid prior to the city's acceptance of the project for filing. If a project is approved and/or filed with a balance still owing, the unpaid balance shall be paid within 30 days of the invoice date.
2. The undersigned agrees these fees are due and payable upon receipt of the billing as specified above.
3. Any invoices not paid within 30 days of the invoice date will be considered delinquent. If any outstanding balance on the account for this project is not paid within 30 days of the invoice date, no further reviews of the project documents will be conducted until the entire account balance is paid. Any balance on the account for this project not paid within 65 days of the invoice date may result in legal action or the initiation of other collection procedures, including referral to a collection agency. The undersigned shall be liable for any and all expenses incurred by the City of Chewelah for the collection of overdue accounts.
4. The monthly billing shall be sent to the attention of:

NAME: _____

MAILING ADDRESS: _____

CITY/STATE: _____ STATE: _____ ZIP CODE: _____

PHONE: _____

EMAIL: _____ FAX: _____

I understand that failure to pay these fees may result in delay in completion or approval of the project, or other possible sanctions.

(Signature)

(Date)

(Print Name)

***Note: If this agreement is completed by someone other than the sponsor (i.e. the project owner or a principal in the firm sponsoring the project, such as the engineer designing the project), then written authorization from the sponsor specifically authorizing the agent to execute this fee agreement shall be attached to the fee agreement.**