Policy Category:3 (Depository)Policy #/Revision #:D / 0Approval Date:June 4, 2019Revision Date:June 4, 2019Effective Date:July 1, 2019Status:Interim Policy



## Suspended Payment Method(s)

In situations of misuse or abuse of a certain payment method by motor carriers or registration permitting services, it may be necessary to suspend the registrant from paying by that particular payment method. This situation is called a "<u>Suspended Payment Method</u>".

This policy is intended to define situations when misuse or abuse of a payment method occurs and the restrictions to that payment method that will result. The policy is not designed to prevent an entity from registering with the UCR Plan, but rather to restrict a payment method when misuse or abuse is observed. Registrants that may encounter a suspended payment method will have other payment options available to them. The policy will address each payment option in the National Registration System (NRS) individually.

- <u>Automated Clearing House (ACH) Payment</u> An ACH payment is an on-line method of paying the UCR fee through the NRS by entering, among other things, a bank ABA (routing) number and a checking or savings account number. Misuse is deemed to have occurred when a registrant fails to enter the proper banking information after three (3) consecutive attempts. If this happens, the registrant will be suspended, or blocked, from paying by ACH for the next two (2) registration years. In such a case, a UCR registrant will have to choose an alternative method of payment.
  - ACH payments that are declined due to insufficient funds in the account is deemed to be a situation of abuse of the payment method and the registrant will be suspended from this payment method for the next two (2) registration years.
- <u>Payment Card Credit/Debit or Other</u> In the event that a payment card is declined or is disputed for a non-valid reason, then misuse is deemed to have occurred and the registrant will be suspended from making payment by a payment card for the next two (2) registration years. A non-valid reason for disputing a payment card transaction includes the following:
  - Disputing the transaction more than ninety days after it was executed
  - Disputing credit card transactions more than one time in a single registration year
  - Illegal use of another party's payment card

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When the payment card option is suspended for reasons described above, a UCR registrant will have the option to choose an alternative method of payment. If a payment card transaction is declined because of insufficient credit or available funding, the registrant may in such a case pay the UCR fee again using a different purchasing card.

<u>Mail-in paper check</u> – Any payment that is declined due to insufficient funds in the account is deemed to be a situation of abuse of the payment method and the registrant will be suspended from paying by mail-in check, unless the subsequent check is certified funds from an accredited financial institution, a cashier's check or money order.