

**PAYMENT PLAN FOR MONIES OWED**  
**TO THE BOROUGH OF LEMOYNE**

[DATE]

Dear [NAME],

We write to inform you that you are in violation of Code \*\*\* of the Borough of Lemoyne. The violation carries a fine of \$\_\_\_\_\_.

Prior to starting any collection action against you, the Borough of Lemoyne ("Borough") is willing to work with you to bring your violation into compliance and to pay any and all fines in an orderly and efficient manner.

The Borough proposes the following re-payment/compliance plan:

1. Any and all code violations must be brought into compliance within \_\_\_\_\_ (\_\_\_\_) days of the date of this letter. You must keep the Borough informed regularly of your progress regarding curing the code violations by contacting the Code Enforcement Officer.
2. You are welcome to hire your own contractor to cure the violations, or you may use the Borough's contractor to complete any necessary work.
3. If you choose to use the Borough's contractor and you cannot pay the contractor's fees within thirty (30) days, you must enter into a payment plan with the Borough to pay the monies you owe.
4. If you enter into a payment plan, a municipal lien will be placed on your property until you fully pay what is owed to the Borough. The lien will remain in effect until your debt is paid in full.

5. You owe \$\_\_\_\_\_ to the Borough for contractor fees. You must pay \$\_\_\_\_\_ every week for \_\_\_\_\_ weeks in order to satisfy this debt. If you fail to make your weekly payment, then a \_\_\_\_\_% fee will be attached to the following payment.
6. In no instance will payment plans be extended beyond a thirty six (36) month period for repayment.
7. Any modification to the payment plan must be made in writing and approved by the Borough Manager.
8. You agree that that both parties contributed to the formulation of this plan and that in the event of judicial intervention, ambiguities in this document or any modification thereto shall not be construed against the Borough.
9. If any part of this document or any modification thereto is held to be unenforceable by a court of competent jurisdiction, then the remaining parts shall remain in full effect.

If you agree to the terms and conditions set forth above, please sign and date this letter and return it to the address shown above.

Yours truly,

Cindy Foster, Borough Manager

I AGREE TO THE TERMS AND CONDITIONS SET FORTH ABOVE AND AGREE TO BE BOUND BY THEM, AND BY ANY SUBSEQUENT CHANGES.

\_\_\_\_\_,  
NAME  
DATE