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VISITMENDOCINO.COM | 345 North Franklin Street | Fort Bragg CA 95437  
ph 707.409.9660 | fx 707.703.4275 | info@visitmendocino.com

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## Visit Mendocino County Late Payment Policy

All invoices may be paid in person at Visit Mendocino County offices located at 345 N. Franklin St., Fort Bragg CA, between the hours of 8:30 a.m. - 5 p.m., Mon.- Fri. or may be mailed to the same address.

**Due date:** Payments are due and payable upon receipt of invoice. We would like to have payment in our office within 30 days of the invoice due date.

**Late Payment:** When a payment is not made within one full billing period from the date of the bill, the account will be classified as past due. Each customer's statement shows the date the bill is mailed and the date by which payment must be made to avoid the late payment charge. A late penalty charge of 1.5 percent will be assessed on payments not received after 30 days.

**Returned checks:** When a check is returned to VMC due to insufficient funds, the customer will be charged a \$35 fee. Visit Mendocino County does not honor any post-dated checks. All checks are processed on the day of receipt.