

### Changes to PLF Policy on Installment Payments

The PLF Board of Directors and the OSB Board of Governors have approved changes to PLF Policies 3.300 and 3.350, effective in 2017, regarding installment payments of the PLF assessment.

Current PLF policy provides that the deadlines for installment payments are January 10, April 10, July 10, and October 10. If an attorney fails either to pay the full assessment on January 10 or to elect installments and pay the first quarter and service fee by January 10, the attorney is charged a late fee of \$50 provided the attorney pays by January 24 (two weeks after the January 10 deadline). If the attorney pays later than January 24, the late fee is \$100 per month for each full or partial calendar month the attorney is in default. The attorney also loses his or her right to pay in installments. The late fee for the subsequent installment payments is also \$100, and the attorney also loses the right to continue to pay in installments.

Effective in 2017, all late fees will be the same: \$100 for every month or part of a month. If an attorney misses any quarterly deadline, the attorney does not lose the installment privilege provided the attorney pays no later than one month after the due date. (The deadlines and restrictions are slightly different for lawyers who join coverage midyear.) For example, a lawyer who pays the second installment on April 11 owes a \$100 late fee and the second quarterly installment. The lawyer no longer forfeits the ability to pay in installments, provided the \$100 late fee and installment payment are paid no later than one month after the due date. If the payment is not received by then, no installment will be accepted, and the lawyer must pay the remainder of the full assessment to avoid suspension proceedings. The timing and process for suspension are unchanged. A lawyer does not lose coverage for being late in making a payment.

For questions about coverage, call Emilee Preble or Jeff Crawford at 503.639.6911.

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