

**Use of a Private Collection Agency for the Collection of Fees, Fines, and Restitution and for Administrative Servicing of Some Cases (Annotated Text)**

**Authority:**

28 V.S.A. § 102 (b)(12)

**Rule:**

~~It shall be the policy of the Vermont Department of Corrections that a collection agency will collect all amounts due to the Department.~~

Timing of Payments

~~Any payments made within the first thirty days after intake will not be charged a collection fee. Any balance due after the first thirty days will have an amount added onto it that represents a percentage of the amount owed. This percentage is subject to negotiation with the collection agency and may change with each new contract. Each payment made will be prorated, with a percentage going towards the collection fee and a percentage to the balance due.~~

Place of Payments

~~All payments will be made by check or money order directly to the collection agency. All offenders will be given the address and directions for making payments at the time of intake. Payments will not be accepted at the Court and Reparative Service Unit (CRSU) offices.~~

Remittance by Collection Agency

~~After the end of each month the collection agency will remit all payments, less the collection fee, to each CRSU office. Each CRSU office will then remit all fines and fees to the State Treasurer and send restitution checks to victims.~~

The Commissioner of the Department of Corrections (DOC) may choose to contract with a private collection agency to collect monies owed to the DOC. Generally, the DOC Central Business Office shall maintain a database of offender supervision fees and other monies owed to the DOC and provide offenders the information on where and how to submit payment to the DOC. The DOC Central Business Office shall also rely on the State tax offset program to recover outstanding debts. While DOC does not intend to regularly use the services of a private collection agency, the Department reserves the right to do so.