

# ENVIRONMENTAL HEALTH NEWSLETTER

## October, November, and December 2022

\*\*\*\*\***IMPORTANT RENEWAL NOTICE**\*\*\*\*\*

Fee increases have been paused since 2020 due to the COVID-19 pandemic, but we must resume this practice to cover operation cost. **ALL FEES WILL INCREASE FOR 2023.** Renewal invoices will be mailed by November 10<sup>th</sup>, so please lookout for your statement.

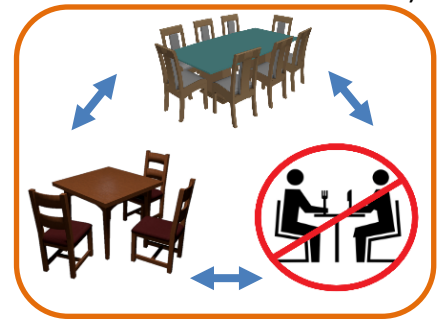


**REVIEW INVOICE:**










- Everything spelled correctly? (Name, Owner, Street Name and Email Address)
- Phone numbers correct?
- Correct billing type displayed?

- ◊ **RESTAURANTS** – Invoices are based on your INDOOR seating capacity. Have you expanded or reduced the seat count in your dine-in area?
- ◊ **VENDING** – Does your billing type reflect the number of vending machines that blend drinks or hold perishable foods?



- ◊ **RVs** – Does your billing type reflect the number of short-term spaces available for rent?
- ◊ **LODGING** – Does your billing type reflect the number of rooms available in your facility?

If the information is incorrect OR if you are no longer the operator of the facility, please call us at **(503) 588-5346** or email us [EnvironmentalHealth@co.marion.or.us](mailto:EnvironmentalHealth@co.marion.or.us).

	<b>HOW TO PAY:</b>	<b>LATE PAYMENTS:</b>
<p>1. In-Person</p> 	<p>Office Hours: Monday - Friday from 8:30AM – 4:30PM Methods: Cash, Checks, Money Orders, and Debit/Credit Cards.</p>  <p><b>WARNING:</b> A service fee of 2.65% is added to debit/credit payments. The service fee is identified in your statement as a separate transaction for a third-party credit card company called "Elavon".</p>	 <p>Be advised that 12/31/22 falls on a Saturday this year! <b>The last day to pay your invoice in-person will be Friday, 12/30/22.</b></p>
<p>2. Mail</p> 	<p>A check or money order may be mailed to:</p> <p style="text-align: center;"><b>Marion County Environmental Health</b> 3180 Center ST NE Suite #1101 Salem, OR 97301</p>	<p>Envelopes <b>must be postmarked on or before 12/31/22</b> to avoid late fees.</p> 
	<p>Currently we are unable to accept payment online or over the phone.</p>	 <p><i>Facilities that operate later in the season may not be subject to late fees if the license is paid prior to opening in 2023.</i></p>