



**ALTO DUI PROGRAM
SUSPENSION POLICY**

Delinquent Payment

If your account becomes 1 day delinquent you will be sent a Delinquent Letter which will include the amount due. This letter will be sent to your last known address. You will have 10 days from the date of the letter to become current with your payments. Should you fail to pay the delinquent fees within 10 days, you will be placed on a 15-day Suspension and not allowed to attend any Group or Education activity.

Suspension Period

While on Suspension you are only prevented from attending Group and Education activities; you are required to continue attending all individual appointments. This 15-day Suspension may result in an additional thirty (30) days suspension or dismissal from the program. Once payment is received, it will be 24 hours before we are able to schedule your return to assigned groups or classes.

You will not be able to attend any group or educational activities. If you pay the amount due before the fifteen (15) suspension days have lapsed, it will be 24 hours or more before we are able to schedule your return to group.

You have the right to dispute your Suspension and will need to make an appointment with the DUI Program Coordinator to discuss your program status. Contact the receptionist to schedule an appointment.

I have read and/or had the Suspension Policy explained to me and have a full understanding of ALTO Drinking Driver Program Suspension Policy

Client Signature

Date

Counselor Signature

Date

Watsonville Office 728 –2233
Santa Cruz Office 423-2003

Revised: 6/16/14