**Section 325.410 Annual Fee Notices for Existing Permits and Permit Renewals**

a) Each year *the Agency shall send a fee notice by mail to each existing* permit holder *subject to a fee under this Part at his or her address of record. The notice shall state the amount of the applicable annual fee and the date by which payment is required.* [415 ILCS 5/12.5(b)] The address of record is the address provided on the permit application or a billing address provided on a subsequent address correction form submitted to the Agency.

b) *Except as provided in* Section 325.420 *with respect to initial fees under new permits and* as provided in Section 325.320 for *certain modifications of existing permits, fees payable under this Part are due by the date specified in the fee notice, which shall be no less than 30 days after the date the fee notice is mailed by the Agency.* [415 ILCS 5/12.5(b)]

c) The Agency may send second notices for unpaid fees and interest prior to initiating referral to the Comptroller's Offset System pursuant to 15 ILCS 405/10.05, referral to the Department of Revenue's Debt Collection Bureau pursuant to 30 ILCS 210 or other collection procedures.

d) In the event the Agency inadvertently sends a fee notice to a permit holder whose NPDES, sludge generator or sludge user permit has expired and is not lawfully administratively continued because the NPDES permit holder did not apply for renewal not less than 180 days prior to the permit expiration date or the sludge generator or sludge user permit holder did not apply for renewal not less than 90 days prior to the permit expiration date, payment of a fee by the recipient of the notice will not be construed as indicia of possession of a valid NPDES or sludge generator or sludge user permit.

(Source: Amended at 37 Ill. Reg. 7484, effective June 1, 2013)