



## **EHC Remittance**

1. Quarterly EHC member remittance form and monies will be remitted to KPMG<sub>LLP</sub> quarterly, due as follows:
  - January to March EHCs, due April 30
  - April to June EHCs, due July 30
  - July to September EHCs, due October 30
  - October to December EHCs, due January 30
2. EHCs are remitted to KPMG<sub>LLP</sub>, 600 128 – 4<sup>th</sup> Avenue South, Saskatoon, SK S7K 1M8 either:
  - by cheque payable to " KPMG in trust for SARRC"
  - by electronic transfer of funds from member accounts to the same trust account controlled by KPMG<sub>LLP</sub>
3. Remittance forms and amounts remitted will be kept strictly confidential
4. Total of all members' quarterly EHC remittances will be transferred by KPMG<sub>LLP</sub> from the trust account to SARRC

### **Late payment administration fees and interest will be applied to late payments as follows:**

- administration fees:
  - Level I - \$100.00: To be applied on all Reminder Letters sent to late remitters following the 30<sup>th</sup> day of the month EHC Remittances are due.
  - Level II - \$200.00: To be applied on all Warning Letters sent out to late remitters 10 business days following the direction of the Reminder Letters.
  - Level III - \$625.00: To be applied on all Membership Continuation Assessment Letters sent out to late remitters 10 business days following direction of the Warning Letters
- late remittance interest charge payable at the rate of 1% per month, compounded at a rate of 12.68% per year, from the date the unpaid amount is due until the amount is paid

### **Electronic forms and funds transfer process**

- Forms may be transmitted electronically provided they contain all of the information requested in the quarterly EHC member remittance form
- Members will provide KPMG<sub>LLP</sub> with pre-authorization to effect an electronic transfer of funds from the member account into the KPMG trust account for SARRC. The pre-authorization will be for amounts provided in the quarterly EHC member remittance form