



DEVELOPER FEE PROGRAM OFFICE

P.O. BOX 513307, LOS ANGELES, CA 90051

PHONE (213) 241-6266 | EMAIL developerfee@lausd.net | FAX (213) 241-6874

School Impact Fee Payment Information

1. Request the "Certification of Payment of School Impact Fees" form from the building and safety office where the building permit is being issued. Complete Part I of the form and sign.
2. Verify that Part II of the "Certification of Payment of School Impact Fees" form has been completed by the building and safety office. Payment will not be processed unless the building and safety office has stamped and certified the square footage by completing Part II of the form.
3. To calculate the school impact fees due, multiply the fee rate by the square footage indicated in Part II of the form (completed by the building and safety office).

Example based on 1,000 square foot construction

Construction Type	Square Foot		Rate per Square Foot	Amount Due
Residential	1,000	x	\$ 5.17	\$ 5,170.00
Commercial / Industrial	1,000	x	\$ 0.84	\$ 840.00
Self-Storage	1,000	x	\$ 0.28	\$ 280.00
Parking Structure	1,000	x	\$ 0.39	\$ 390.00

Required Forms and Payment Methods

- a. Certification of Payment of School Impact Fees
- b. Acknowledgment of 90-Day Refund/Protest Policy for School Impact Fees
- c. Credit / Debit Card Authorization and Policy Acknowledgment
- d. Payment Methods:
 - a. **Check:** We accept personal or business checks, cashier's checks, and money orders. All checks should be made payable to *Los Angeles Unified School District* or *LAUSD*.
 - b. **Credit/Debit Card:** We accept credit and debit card payments. Please be aware that a non-refundable processing fee of 3% will be added to the total payment amount.

In-Person Payment	Mailed Payment
<p>Contact the office to schedule an appointment between 8:00 am and 3:00 pm.</p> <p style="text-align: center;">LAUSD Developer Fee Program Office 333 S. Beaudry Ave., 27th Floor Los Angeles, CA 90017</p>	<p>Send the completed certification form, refund policy form, card authorization form, and/or payment via USPS to:</p> <p style="text-align: center;">LAUSD Developer Fee Program Office P.O. Box 513307 Los Angeles, CA 90051</p>

4. Return the countersigned Certification of Payment form along with the green receipt to the building and safety office to obtain permit clearance.
5. If you decide to change your construction and modify the square footage after you have made a payment:
 - Obtain a new Certification of Payment form to reflect any additional square footage if there is an increase and submit payment, or
 - Contact our office to apply for a refund if there is a decrease in square footage or the project has been canceled.

Parking for in-person payment is available at the Visconti Apartments, located at 1221 W. 3rd St. Enter through the easternmost entrance on Miramar Street, west of Boylston Street/Huntley Drive. When you access the parking lot, please take a parking ticket, and bring it with you to have it validated.