



**Department of General Services  
Procurement Division**

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**Broadcast Date: July 21, 2005**

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**TO: Purchasing Authority Contacts (PACs)  
Procurement and Contracting Officers (PCOs)**

**RE: Collection of Late Payment Penalties Paid for the Annual Report  
Required by The California Prompt Payment Act, GC 927 et seq.**

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This is to inform you that the Department of General Services (DGS), Procurement Division, has notified via email all accounting and fiscal managers and staff that we are beginning the collection of reports from all departments on late payment penalty interest payments made on invoices from businesses during Fiscal Year 2004 - 2005. The relevant reporting form is available at:

- <https://www.dgs.ca.gov/PD/Services/Page-Content/Procurement-Division-Services-List-Folder/File-a-Late-Payment-Penalty-Paid-Report>

under the heading, Forms

The information requested is required on the form located at the website noted above. This email stated in part: "If you have received this message and you are not the person who is currently responsible for reporting to DGS the number and value of late payment penalties paid to businesses last fiscal year, please direct it immediately to the proper accounting personnel. The deadline for filing the report is September 30, 2005."

Compiled [reports of late payment penalties paid](#) by departments during prior fiscal years are available at the above referenced site. The California Prompt Payment Act requires that DGS make these reports available to the public.

Questions about The California Prompt Payment Act and the required annual late payment penalties paid report can be emailed to:

[pams@dgs.ca.gov](mailto:pams@dgs.ca.gov)