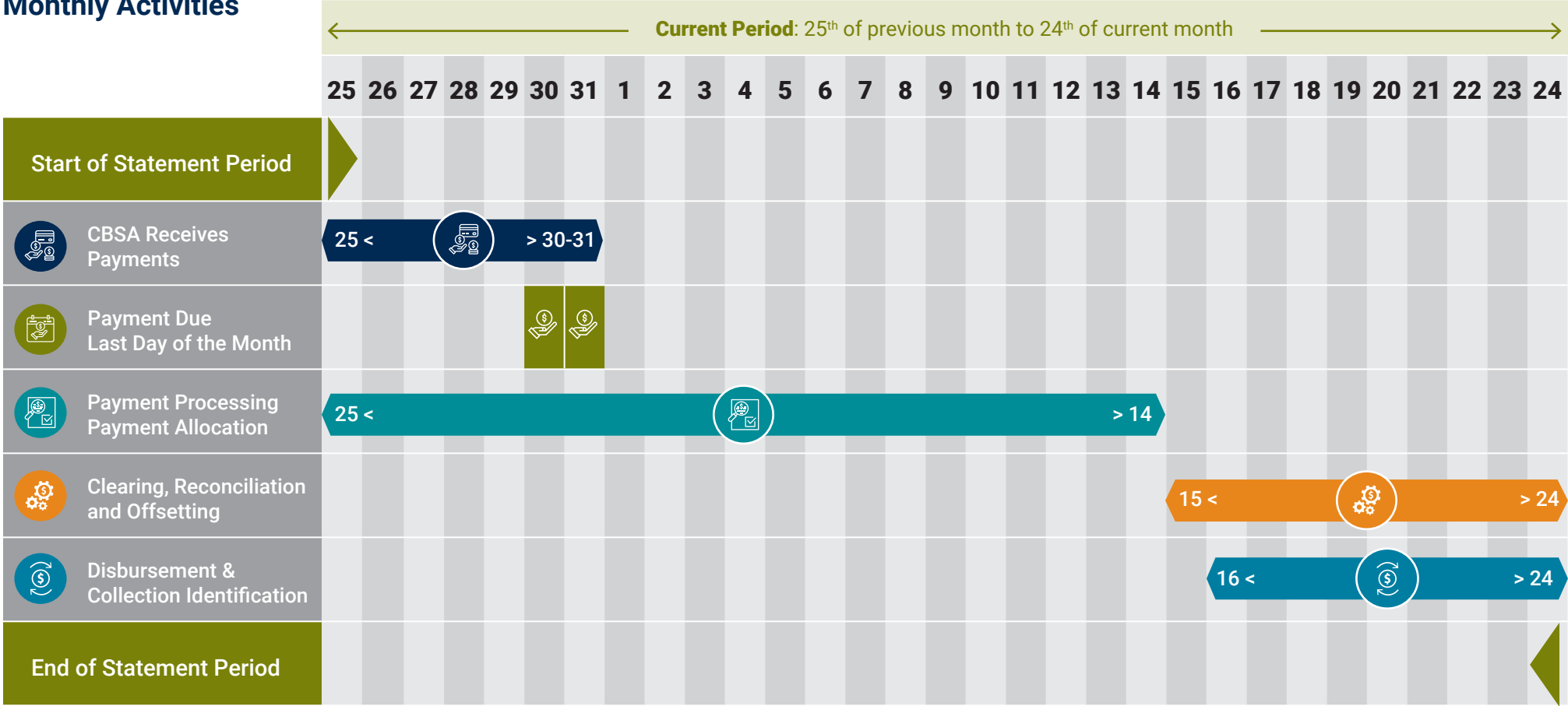


STANDARD ARL PROCESSING TIMELINES

Accounts Receivable Ledger (ARL) Monthly Activities



CBSA Receives Payments

CBSA receives the payments for amounts due on the SOA.

Payments are due generally within 5 business days of the 25th of the month, with exceptions posted on the website.

Payment Processing

When a payment is posted to the account in ARL.

Payment Allocation

The payments are applied to specific transactions. For example, a \$550 cheque is applied to the following debt transactions - \$200, \$150 \$200.

Clearing, Reconciliation and Offsetting

Transactions due and paid on or before the past period due date are cleared or offset. Newest debt is the first to be offset.

Disbursement & Collection Identification

Identify credits to be disbursed as well as debts (amounts owed). Debts left unpaid get sent to collections. Credits are not disbursed in the period that they are approved and posted. They are considered for disbursement in the following period.