

2.3 Application of Early Rate Payment Discount

Policy No	2.3	
Policy Name	Application of Early Rate Payment Discount	
Responsible Directorate	Finance & Administration	
Responsible Officer	Executive Manager of Finance & Administration	
Council Adoption	Date: 27/3/18	Resolution No. OC/18
Reviewed/Modified	Date:	Resolution No.
Review Date	March 2020	
Legislation	<i>Local Government Act 1995</i>	
Related Policies		
Related Organisational Directives		

Objectives: To allow any early payment incentive to ratepayers who choose to mail their payment and thus not disadvantage those who reside outside of the Katanning District.

Policy Statement: To provide clarity on when “early payment” discount will be applied;

Guidelines:

- 1) If a rates payment is mailed on, or before, the day prior to the due date and the envelope postmark clearly shows the date of postage the discount for early payment will be allowed, regardless of when the payment is received by Council.
- 2) Envelopes are to be kept identifying the date of postage.
- 3) Rate payments received by electronic fund transfer must reach Council bank account on or before the due date. Payments received after the due date will not be eligible for the early rate payment incentive.