



COUNCIL POLICY

Application of Early Rate Payment Discount

Policy No:	2.3
Policy Subject:	Application of Early Rate Payment Discount
Policy Statement:	To provide clarity on when “early payment” discount will be applied;
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.
Guidelines:	<ol style="list-style-type: none">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.
Resolution No:	Ordinary Council
Resolution Date:	
Amended:	22 October 2008 OC49/09 22 October 2014 OC/106/14 27 March 2018 OC29/18
Source:	Manager of Finance
Date of review:	October annually
Review Responsibility:	Executive Manager Finance & Administration