



Town of Conception Bay South Policy Manual

Title: Application of Payments to Accounts
Policy Number: 054

Resolution Number: 09-507
Date Approved: December 15, 2009

PURPOSE:

To outline the method to which payments are to be applied to outstanding balances on tax and receivable accounts.

AUTHORITY:

- Council Discretion

PROCEDURE:

It is the policy of the Town that when payments are received from customers and/or residents, the payment is to be applied automatically to the oldest outstanding balance first. Subsequent payments are to be applied in the same manner until such a time as the total amount outstanding has been paid in full.

REVISION HISTORY:

Revision:	Resolution #:	Change Made:	Date: