



**Town of Conception Bay South Policy Manual**

---

**Title: Application of Payables to Outstanding Receivables**

**Resolution Number: 12-344**

**Policy Number: 062**

**Date Approved: September 4, 2012**

---

**PURPOSE:**

To ensure that accounts receivable are cleared prior to issuing payments to vendors or other payees.

**AUTHORITY:**

- Council Discretion

**PROCEDURE:**

Payments in the form of accounts payable or manual cheques will not be made to vendors or other payees who have outstanding taxes or other accounts receivable. Payments due will be applied to the outstanding account.

**REVISION HISTORY:**

<b>Revision:</b>	<b>Author:</b>	<b>Change Made:</b>	<b>Date:</b>