

RM OF REYNOLDS POLICY

Title: E-Transfer Payments Received

Policy No. 23

Purpose:

To clearly define the steps required for the RM of Reynolds to accept Interact e-transfers from rate payers and the general public for the payment of taxes or other Municipal services.

Definitions:

Payer: the person making the payment; and

Payee: RM of Reynolds

LISTED BELOW IS THE APPROVED POLICY FOR ACCEPTING INTERACT E-TRANSFER PAYMENTS FROM RATE PAYERS OR THE PUBLIC:

1. Payer must inform The Payee by phone, email or in-person of the intended Interac e-transfer;
2. Payer must provide the amount and purpose of transfer to be sent; and
3. Payer must include the roll number (when applicable) associated with the payment in the "note" field of the Interac E-transfer.

THE RM OF REYNOLDS WILL REFUSE ANY INTERAC E-TRANSFER THAT DOES NOT SATISFY THE ABOVE CRITERIA