



CITY OF WINSTON-SALEM ADMINISTRATIVE POLICY

Effective Date: 10/1/2015	Last Revision Date: 09-04-2012	Policy Number:
Approved By:  City Manager	Subject: Bank Card Payment Acceptance Policy	

The City of Winston-Salem accepts debit and credit ("bank") card payments for a wide variety of goods and services. The City absorbs the card company and banking fees without charging the customer a convenience fee in order to encourage the use of internet and other electronic forms of payment.

Recently, large companies have implemented the use of bank cards to pay bills owed to the City. This has significantly increased the cost of bank card acceptance. In order to control these costs, the City is implementing limits on the amounts and number of transactions that can be paid using bank cards. Effective October 1, 2015, the City will only accept bank card payments up to a total of \$7,000 in any thirty day period for utility bills, storm water bills, inspections, permits, business licenses, property assessments, mortgages, parking tickets, yard cart sticker/bins and all other general billings for City services. A limit of forty-five transactions per bank card per thirty day period will apply and bank cards will not be accepted for transactions less than \$5.00.

The policy does not apply to payments received for the City landfills and daily parking. This policy is applicable to any new types of payments the City may elect in the future, unless specifically exempted by the City Manager.