

**Town Council of City Centre (Penalties and Administrative Fee for Late  
Payment of Conservancy and Service Charges, Licence Fees and Other Charges)  
By-laws**

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**TOWN COUNCILS ACT  
(CHAPTER 329A, SECTIONS 24(2)(a) AND (c))**

**TOWN COUNCIL OF CITY CENTRE (PENALTIES AND ADMINISTRATIVE FEE  
FOR LATE PAYMENT OF CONSERVANCY AND SERVICE CHARGES, LICENCE  
FEES AND OTHER CHARGES) BY-LAWS**

**By 12**

**G.N. No. S 624/1998**

**REVISED EDITION 2000**

**(31st January 2000)**

**[1st January 1999]**

## **Citation**

1. These By-laws may be cited as the Town Council of City Centre (Penalties and Administrative Fee for Late Payment of Conservancy and Service Charges, Licence Fees and Other Charges) By-laws.

## **Calculation of penalties and administrative fee for conservancy and service charges, licence fees and other charges in arrears**

2.—(1) The owner, tenant or licensee shall be liable to pay the Town Council of City Centre a penalty calculated at the rate of 5% per month on the amount of the arrears of any conservancy and service charges, licence fees or other charges payable by him to the Town Council or a minimum sum of \$1 per month, whichever is the higher.

(2) Such penalty shall become due and payable on the day following the expiry of the month when such conservancy and service charges, licence fees or any other charges or any part thereof is due and payable and will accumulate until payment is made by him.

(3) In addition to the penalty imposed under paragraph (1), the owner, tenant or licensee shall be liable to pay the Town Council an administrative fee at the rate set out in the Schedule —

- (a) if any conservancy and service charges, licence fees or other charges or any part thereof are not paid before the last working day of the month from the expiry of one month after the date the charges become due and payable; or
- (b) if any penalty or any part thereof imposed under paragraph (1) is not paid before the last working day of the month after the penalty becomes due and payable.

(4) In addition to any penalty or administrative fee imposed under paragraphs (1) and (3), a further administrative fee of \$50 shall be charged and payable by the owner, tenant and licensee if any conservancy and service charges, licence fees or other charges or any part thereof due and payable by him to the Town Council shall remain unpaid for a period exceeding 6 months from the date when such conservancy and service charges, licence fees or any other charges were due to be paid.

(5) Such further administrative fee of \$50 shall be payable only once by the defaulting owner, tenant or licensee.

## **Application of payment**

3. The Town Council may, in its discretion, apply any moneys paid under by-law 2 by the owner, tenant or licensee firstly towards the payment of the amount of any penalty or administrative fee payable under these By-laws and thereafter apply any balance of such