Fell Township Garbage Coupon

To apply or remove a garbage coupon, press the [C] button on the keyboard while inside the payment amount text box. When you post the payment, the program will automatically reduce the garbage amount on the bill by the amount of the coupon. A record will be added to the bill's change history.

When you create "Collection" records, a separate "Deduction" record will be added to the ledger, too. The deduction record will have the total of the coupon payments applied during the same period as the collections.

To remove an applied coupon:

- Void the payment (if the bill is currently marked paid)
- Restore the amount of the garbage tax via the Change Form

To see a list of all the applied coupons:

- Report Menu --> Treasurer Report
  - Enter the date range you want
  - Tax Type: Municipal
  - **Uncheck** the box that says "Print Reportable Changes Only? [ ]"

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