

**Appendix 2 (a)**

**Working Example of Template  
Prompt Payments by Local Authorities**

**Reporting Template pursuant to Government Decision No. S29296 of 2 March 2011**

**Local Authority: L1**

**Quarterly Period Covered: 01/08/2011 to 31/10/2011**

Details	Number	Value (€)	Percentage (%) of total invoices paid	Percentage (%) of the total amount paid
Total invoices paid in Quarter	2573	€8,477,959.29	100%	100%
Number of invoices paid within 15 days	2176	€7,695,376.16	84.57%	90.8%
Number of invoices paid within 16 days to 30 days	347	€716,538.22	13.49%	8.5%
Number of invoices paid in excess of 30 days	50	€66,044.91	1.94%	0.8%
Total	2573	€8,477,959.29	100%	100%
Number of disputed invoices paid in Quarter	6	€112,200.90	0.2%	1.3%

**Signed: Maeve Killian**

**Date: 1st November, 2011**

**Please return completed template to:**

**Emma Reeves**

**Diarmuid Murphy**

**LizM.O'Brien**

**Local Government Finance**

[Promptpaymentlocalauthority@environ.ie](mailto:Promptpaymentlocalauthority@environ.ie)

**Custom House,**

**Dublin 1**

Queries can be directed to Aoife O'Shea Corporate Development Unit, Custom House, 01 888 2425, [aoife.oshea@environ.ie](mailto:aoife.oshea@environ.ie)