



STATE CONTROLLER'S OFFICE – BULLETIN 06-05-2018

Wisconsin Department of Administration – Division of Executive Budget and Finance

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Supplier Payment Discounts – New Requirements

Agencies must utilize Supplier Payment Discounts whenever possible and record the discounts per Wisconsin Accounting Manual Section 05-02a.

Wisconsin Accounting Manual Updates Related to Supplier Payment Discounts

The Wisconsin Accounting Manual has been updated to reflect procedural changes related to the calculation and tracking of Supplier Payment Discounts:

Section 05-02a has been added on Supplier Payment Discounts. This section shows how the discounts will be recorded in STAR and adds a requirement for agencies to record Supplier Discounts Lost.

Section 05-09 has been updated to document the requirement to record the Invoice Received Date for all Supplier Payments.

Using Supplier Payment Discounts will significantly reduce costs. The State Controller's Office will be monitoring agency payments to ensure that the discounts are taken whenever possible.

Wisconsin Accounting Manual website: <https://doa.wi.gov/Pages/StateFinances/Wisconsin-Accounting-Manual.aspx>