

March 17, 2003

MEMORANDUM TO: Charlotte L. Turner, Director
Division of Accounting and Finance
Office of the Chief Financial Officer

FROM: Diane B. Dandois, Chief */RA/*
License Fee and Accounts Receivable Branch
Division of Accounting and Finance
Office of the Chief Financial Officer

SUBJECT: REQUEST FOR APPROVAL TO WRITE-OFF A
DELINQUENT DEBT (WRITE-OFF NO. FY2003-16)

Invoice No. MR0001-03 was issued to Faxon Company, Inc. in the amount of \$1,352.69 on March 6, 2003. The Division of Contracts notified us that Faxon Company, Inc. filed for bankruptcy on January 27, 2003, and there are four outstanding credit invoices totaling \$1,352.69. Therefore, we established a receivable for these outstanding invoices. When the bankruptcy court notifies us of the bar date, we will file a Proof of Claim. Since the NRC's debts are unsecured, non-priority claims, it is highly unlikely that any disbursement will be made to the NRC. We are requesting that you approve the write off of this debt in the amount of \$1,352.69. If disbursement is made at a later time, we will reestablish a receivable for the amount collected. We will issue a 1099C.

APPROVED:

/RA/

Charlotte L. Turner, Director
Division of Accounting and Finance
Office of the Chief Financial Officer

March 17, 2003

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ADAMS - Yes/No SENSITIVE/NON-SENSITIVE PUBLIC/NON-PUBLIC **Initials - lpt**

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