

September 9, 2003

MEMORANDUM TO: Carl F. Dolinka, Acting Director
Division of Financial Management
Office of the Chief Financial Officer

FROM: Leah P. Tremper, Chief */RA/*
Accounts Receivable Team
Division of Financial Management
Office of the Chief Financial Officer

SUBJECT: REQUEST FOR APPROVAL TO WRITE-OFF
DELINQUENT DEBTS (WRITE-OFF NO. FY2003-49)

The Accounts Receivable Team has been attempting to collect the unpaid delinquent debts of Architectonic Roof Design, Inc. Architectonic Roof Design, Inc. was issued Invoice No. AM2868-02 in the amount of \$2,400 on May 6, 2002, and Invoice No. AM3039-03 in the amount of \$2,700 on May 3, 2003, for materials annual fees. Architectonic Roof Design, Inc. is no longer in business and the Accounts Receivable Team has determined that the debt is not otherwise collectible. The Accounts Receivable Team recommends that this invoice be written off. This recommendation is consistent with 10 CFR 15.55(a) which states that collection activity may be terminated when it becomes clear that the NRC cannot collect or enforce collection from the debtor having due regard for the judicial remedies available to the NRC, the debtor's future financial prospects, and the exemptions available to the debtor under State and Federal law (e.g., out of business). The amount recommended to be written off is \$5,286.72 (including interest, penalties, and administrative charges). We will issue a 1099C to the IRS.

APPROVED:

/RA/

Carl F. Dolinka, Acting Director
Division of Financial Management
Office of the Chief Financial Officer

September 11, 2003

Date

September 9, 2003

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ADAMS - Yes/No SENSITIVE/NON-SENSITIVE PUBLIC/NON-PUBLIC

Initials - **lpt**

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