

June 2, 2004

MEMORANDUM TO: Anthony C. Rossi, 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 A  
DELINQUENT DEBT (WRITE-OFF NO. FY2004-21)

Invoice No. R0066-02 was issued to George S. Mosby on June 19, 2002. Since this debt was not paid in a timely manner, it was referred to the Department of Treasury for collection on November 1, 2002. The Department of Treasury has returned the debt as uncollectible. Therefore, you are requested to approve the termination of collection action and the write-off of this debt in the amount of \$142.94. The Department of Treasury will issue a 1099C.

APPROVED:

**/ RA /**

---

Anthony C. Rossi, Acting Director  
Division of Financial Management  
Office of the Chief Financial Officer

06 / 02 / 2004

---

Date

June 2, 2004

MEMORANDUM TO: Anthony C. Rossi, 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 A  
DELINQUENT DEBT (WRITE-OFF NO. FY2004-21)

Invoice No. R0066-02 was issued to George S. Mosby on June 19, 2002. Since this debt was not paid in a timely manner, it was referred to the Department of Treasury for collection on November 1, 2002. The Department of Treasury has returned the debt as uncollectible. Therefore, you are requested to approve the termination of collection action and the write-off of this debt in the amount of \$142.94. The Department of Treasury will issue a 1099C.

APPROVED:

/ RA /

06 / 02 / 2004

Anthony C. Rossi, Acting Director  
Division of Financial Management  
Office of the Chief Financial Officer

Date

Distribution:

OCFO/DFM/ART RF  
OCFO/DFM RF  
OCFO/DFM SF (AR-1.8)  
Invoice File Nos.(R0066-02)

G:\DAF\LFARB\Acct Rec\FY2004-21.wpd

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

(To receive a copy of this document, indicate in the box: "C" = Copy without attachment/enclosure "E" = Copy with attachment/enclosure "N" = No copy)

<b>OFFICE</b>	OCFO/DFM/ART	E	OCFO/DFM/ART	E	OCFO/DFM	N	OCFO/DFM	N
<b>NAME</b>	SATitherington*		LPTremper*		CFDolinka*		ACRossi*	
<b>DATE</b>	05/27/04		06/ 01 /04		06/ 02 /04		06/ 02 /04	

OFFICIAL RECORD COPY