September 13, 2005

MEMORANDUM TO:	Mary S. Givvines, Director Division of Financial Mana Office of the Chief Financia	gement				
FROM:	Leah P. Tremper, Chief /RA/ Accounts Receivable Team Division of Financial Management Office of the Chief Financial Officer					
SUBJECT:	REQUEST FOR APPROVED DELINQUENT DEBTS (WI	AL TO WRITE-OFF RITE-OFF NO. FY2005-15)				
Accounts Receivable Team September 10, 2005. This a policy implemented on Marc accounts from the active pol	is writing off these accounts action is in compliance with the first of the first o	the Treasury for cross servicing. The specause they were two years old as of the revised write-off procedures and diprocedures to remove uncollectible ough collection action may continue and ich states that generally write-off is				
will be reported on the Repo Disposition, Written Off and be issued to the IRS and a co	ort on Receivables Due from Not Closed Out. These del copy sent to the debtor) whe llectible. The total amount t	activity on these debts. These debts the Public (TROR) under Debt ots will be closed out (i.e., a 1099C will en the Department of the Treasury to be written off is \$13,283.78. Your				
Attachment: As stated						
APPROVED:						
/RA/		9/13/05				
Mary S. Givvines, Director Division of Financial Manage	ement	Date				
Office of the Chief Financial						

September 13, 2005

MEMORANDUM TO: Mary S. Givvines, 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. FY2005-15)

The attached debts were referred to the Department of the Treasury for cross servicing. The Accounts Receivable Team is writing off these accounts because they were two years old as of September 10, 2005. This action is in compliance with the revised write-off procedures and policy implemented on March 6, 1999, which established procedures to remove uncollectible accounts from the active portfolio through write-off, although collection action may continue and in accordance with revised OMB Circular No. A-129, which states that generally write-off is mandatory for delinquent debt older than two years.

The Department of the Treasury will continue collection activity on these debts. These debts will be reported on the Report on Receivables Due from the Public (TROR) under Debt Disposition, Written Off and Not Closed Out. These debts will be closed out (i.e., a 1099C will be issued to the IRS and a copy sent to the debtor) when the Department of the Treasury returns the account as uncollectible. The total amount to be written off is \$13,283.78. Your approval for the write-off is requested.

APPROVED:

/RA/ 9/13/05 Date

Mary S. Givvines, Director Division of Financial Management Office of the Chief Financial Officer

Distribution: OCFO/DFM/ART RF OCFO/DFM RF OCFO/DFM SF (AR-1.8)

Invoice File Nos. (AM4661-03, AM4662-03, E0006-03, AM4914-03, AM4875-03, AM3104-03, &

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SISP Review Complete by RS on 9/13/05.

ADAMS - Yes/No SENSITIVE/NON-SENSITIVE

PUBLIC/NON-PUBLIC

Initials - lpt

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OFFICE	OCFO/DFM/ART	Е	OCFO/DFM/ART	Е	OCFO/DFM /	N	OCFO/DFM N
NAME	SATitherington		LPTremper		ACRossi		MSGivvines
DATE	09/10/2005		09/10 /05		/ /05		/ /05

WRITE OFF FY2005

WRITE OFF NO FY2005-15

Name	Invoice No.	Date of Invoice	Principal	Interest	Admin & Penalty	Total	License Status	License No.
Apgee Corporation	AM4661-03	09/08/03	500.00	2.47	22.39	524.86	Terminated	372869701
BSI Instruments	AM4662-03	09/08/03	1,500.00	9.87	154.52	1,664.39	Revoked	372122601
Frederick L. Green	E0006-03	07/31/03	244.23	0.00	0.00	244.23		418924610
Miles Developing & Contracting	AM4914-03	09/10/03	1,350.00	6.66	29.97	1,386.63	Terminated	373045501
Missouri Steel Castings	AM4875-03	09/08/03	2,300.00	9.43	76.55	2,385.98	Terminated	241515201
R & K Enterprises	AM3104-03	07/17/03	1,350.00	2.22	5.00	1,357.22	Terminated	472556201
White Eagle Toxicology Labs.	AM4699-03	09/08/03	5,600.00	27.63	92.84	5,720.47	Terminated	373024701
TOTAL						\$13,283.78		