September 22, 2006

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 DEBT (WRITE-OFF NO. FY2006-25)

The enclosed debt was referred to the Department of the Treasury for cross servicing. The Accounts Receivable Team proposes writing off this account because it was two years old as of September 13, 2006. 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 this debt. This debt will be reported on the Report on Receivables Due from the Public (TROR) under Debt Disposition, Written Off and Not Closed Out. This debt 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 $7,812.46. Your approval for the write-off is requested.

Enclosure:
As stated

APPROVED:

/RA/ 9/25/06
Mary S. Givvines, Director Date
Division of Financial Management
Office of the Chief Financial Officer

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ADAMS - Yes/No SENSITIVE/NON-SENSITIVE PUBLIC/NON-PUBLIC Initials - lpt
SUNSI Review Complete by lpt 9/29/06
(To receive a copy of this document, indicate in the box: **"C"** = Copy without attachment/enclosure **"E"** = Copy with attachment/enclosure **"N"** = No copy

OFFICE	OCFO/DFM/ART	E	OCFO/DFM/ART	E	OCFO/DFM	N
NAME	SATitherington*		LPTremper*		VAHuth*	
DATE	09/21/06		09/20/06		09/22/06	

WRITE OFF FY2006

WRITE OFF NO FY2006-25

Name	Invoice No.	Date of Invoice	Principal	Interest	Admin & Penalty	Total	License Status	License No.
BSI Instruments	AM4238-04	09/13/04	7,800.00	7.46	5.00	7,812.46	Terminated	37-21226-01
TOTAL						$7,812.46		