



# CITY OF GILLETTE

Finance - Customer Service

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## DEPARTMENT OF FINANCE CUSTOMER SERVICE DIVISION

August 3, 2017

To: Tom Pitlick, Finance Director  
Kris Jones, Utility Services Manager

From: Chris Aaberg, Credit Manager

Re: Bad Debt Write-offs

Attached is a list of the closed accounts that are deemed to be un-collectable. The accounts are from June, 2009 to July 2010. Per statute an account that has had no activity for seven years is deemed un-collectable and therefore eligible for write off. In addition, any account listed in a declaration of bankruptcy is deemed un-collectible. Each account has been researched prior to being eligible for write off.

The amount to be written off is \$48,946.26 of which 8% is due to bankruptcy, and 92% is due to statute of limitations expiring, and therefore uncollectable. The last write off was in September of 2016 in the amount of \$28,963.77. Write off amounts will differ due to number of factors and will fluctuate each year.