



CITY OF GILLETTE

Finance - Customer Service

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DEPARTMENT OF FINANCE CUSTOMER SERVICE DIVISION

July 23, 2019

To: Michelle Henderson, 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 2011 to July 2012. 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 \$68,917.46 of which 43% is due to bankruptcy, and 57% is due to statute of limitations expiring, and therefore uncollectable. The last write off was in August of 2018 in the amount of \$42,161.40. Write off amounts will differ due to number of factors and will fluctuate each year.