

OCTOBER 4, 2016

# LOS ANGELES FIRE DEPARTMENT



RALPH M. TERRAZAS  
FIRE CHIEF

September 2, 2016

BOARD OF FIRE COMMISSIONERS  
FILE NO. 16-106

TO: Board of Fire Commissioners

FROM:  Ralph M. Terrazas, Fire Chief

SUBJECT: WRITE-OFF OF UNCOLLECTIBLE LOS ANGELES FIRE DEPARTMENT CHARGES FOR SERVICES VALUED LESS THAN \$5000 FROM FISCAL YEARS 2007-08 THROUGH 2014-15 (JANUARY 2008 THROUGH FEBRUARY 2015)

FINAL ACTION:	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
	<input type="checkbox"/> Denied	<input type="checkbox"/> Received & Filed	<input type="checkbox"/> Other

## SUMMARY

Los Angeles Municipal Code Section 11.04 (Ch. 1, Art. 1) provides that any Board, Commission, or Head of a Department may prepare a report setting forth findings regarding the status of unpaid accounts. This report may then be submitted to the Collections Board of Review for appropriate actions. Submitted for this write off request are 146 uncollected charges for services of fire safety officers, construction plan checking, high rise inspection fees, inspection restitution, underground tank, and non-compliance inspection fees billed in Fiscal Years 2007-08 through 2014-15 (January 2008 through February 2015) each valued less than \$5,000.00 amounting to \$74,981.53.

These accounts were billed following Citywide Collection Guidelines. They were referred to the City's contractor, Transworld Systems, Inc., and then for an additional six month secondary collection with Alliance One or Caine and Weiner. These accounts were subsequently deemed to be uncollectible and were returned to the Los Angeles Fire Department (Department) from FY 2011-12 through June 2016. 15 accounts are past the statute of limitations.

In line with Citywide Collection Guidelines, the staff of Accounting Services determined that the attached list of unpaid accounts amounting to \$74,981.53 should be written off.

## **RECOMMENDATIONS**

That the Board:

1. Authorize the Fire Chief to refer to the Collections Board of Review all pertinent documentation regarding \$74,981.53 in uncollectible accounts for write-off authority.
2. Forward three (3) sets of the attached letter and summary report to the Collections Board of Review for consideration and approval.

## **FISCAL IMPACT**

With the removal of these uncollectible accounts from the Department's outstanding balance, the Department's resources are more efficiently utilized on more recent outstanding accounts. The removal of these unpaid accounts from the City's Financial Management System shall not preclude the City from collecting any sum that later proves to be collectible. Writing off these accounts would be consistent with Generally Accepted Accounting Principles. This is also consistent with existing City policy to reflect the accurate status of accounts in the City's financial statements so as not to overstate the revenue.

Board report prepared by Carmela Espiritu, Department Chief Accountant, Accounting Services Section, Administrative Services Bureau.

## **Attachments**

- Attachment 1, Letter to Shane Min, Chair, Collections Board of Review, Office of the Controller
- Attachment 2, Detailed Listing of Unpaid Accounts

**BOARD OF FIRE  
COMMISSIONERS**

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CALIFORNIA



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MAYOR

**FIRE DEPARTMENT**

RALPH M. TERRAZAS  
FIRE CHIEF

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[HTTP://WWW.LAFD.ORG](http://www.lafd.org)

September 2, 2016

Shane Min, Chair  
Collections Board of Review  
Office of the Controller  
Room 300, City Hall East  
200 North Main Street  
Los Angeles, CA 90012

Dear Mr. Min:

**Write-Off of Uncollectible Los Angeles Fire Department  
Charges for Services Valued Less Than \$5,000 for  
Fiscal Years 2007-08 to 2014-15 (From January 2008 through February 2015)**

Los Angeles Administrative Code, Chapter 11, Article 1, Section 5.182, provides that the Fire Chief of the Los Angeles Fire Department (LAFD) shall review the status of unpaid accounts to determine whether they are uncollectible. He shall refer those accounts determined to be uncollectible to the Collections Board of Review in accordance with the Los Angeles Municipal Code, Article 1, Section 11.04, for appropriate action. The write-off of these unpaid accounts shall not preclude the City from collecting any sum that later proves to be collectible.

Submitted for this write-off request are 146 accounts, originating from Fiscal Years 2007-08 through 2014-15 (January 2008 through February 2015), each valued less than \$5,000, for uncollected Fire services amounting to \$74,981.53. 15 of these accounts are now past the statute of limitations.

It is recommended that the Collections Board of Review approve the write-off of \$74,981.53 from 146 uncollected Fire service accounts for Fiscal Years 2007-08 to 2014-15 (January 2008 through February 2015), each valued less than \$5,000.

1. Los Angeles Administrative Code, Chapter 11, Article 1, Section 5.182, provides that the Fire Chief of the LAFD shall review the status of unpaid accounts to determine whether they are collectible. He shall refer those accounts determined to be uncollectible to the Collections Board of Review in accordance with Section 5.182 of the Los Angeles Administrative Code for appropriate action.
2. All of these accounts were billed following Citywide Collection Guidelines. They were referred for additional collection efforts to the City's contractor, Transworld Systems, Inc. and then were referred for an additional six months with the City's secondary collection agencies, Alliance One or Caine and Weiner. The accounts were subsequently deemed to be uncollectible and were returned to the LAFD from FY 2011-12 through June 2016. 15 accounts are past the statute of limitations. The LAFD's resources are more efficiently utilized on more recent outstanding accounts.
3. Writing off these accounts would be consistent with Generally Accepted Accounting Principles. This is also consistent with existing City policy to reflect the accurate status of accounts in the City's financial statements and not overstate revenue.
4. The following write-off criteria per Citywide Collection Guidelines have been met:
  - a. The amounts are uncollectible;
  - b. The write-off will not prejudice the position of the City;
  - c. All reasonable collection efforts have been exhausted;
  - d. The debtor cannot be located or due to difficult to collect reasons; and
  - e. The applicable statute of limitations for 15 accounts for collection of debt has expired. The write-off of unpaid 131 accounts still within statute of limitations shall not preclude the City from collecting any sum that later proves to be collectible.

If you require additional information, please contact Carmela Espiritu, Department Chief Accountant, Administrative Services Bureau, at (213) 978-3477.

Sincerely,



RALPH M. TERRAZAS  
Fire Chief

Attachments

LOS ANGELES FIRE DEPARTMENT

AGED RECEIVABLES FOR WRITE OFF SUBMISSION (FROM CARR 360 AND ABOVE DAYS OLD AS OF 8/31/2016)

NON-COMPLIANCE INSPECTION FEE, CONSTRUCTION SERVICES, FIRE SAFETY WATCH, HIGH RISE, INSPECTION RESTITUTION, NON-COMPLIANCE FEES

RETURNED FROM PRIMARY COLLECTION - TRANSWORLD SYSTEMS, INC., SECONDARY COLLECTION- CAINE & WEINER AND ALLIANCE ONE

EACH LESS THAN \$5,000

9/2/2016

RETURNED FROM PRIMARY COLLECTION - TRANSWORLD SYSTEMS, INC., SECONDARY COLLECTION- CAINE & WEINER AND ALLIANCE ONE EACH LESS THAN \$5,000																	Count	Total
																	146	74,981.53
Label	WorkSystem	Age Category	Record Date	Due Date	Invoice Type	Department Revenue Source	Collection Milestone	Date Referred to Primary Collection - TSI	Date Returned from Primary Collection - TSI	Return Reason	Difficulty to Collect Reason	Date Referred to Secondary Collection	Date Returned from Secondary Collection	Return Reason From Secondary Collection	Customer Name	Invoice Number	Write Off Amount	
38	FMS	1441-1880	06/23/11	7/23/11	38AN-Harbor Industrial Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEES	Returned from Collection	09/02/11	10/02/12	81 All efforts exhausted - uncc uncollectible		Referred Alliance One October 2012	04/15/2013	CLOSED - UNCOLLECTIBLE	MC ALMOND RUSSELL	AN110000011	640.00	
Sub-Count / Totals for Write Off																1	640.00	
38	FMS	1801-	01/07/2008	02/06/2008	Division 15 (Construction)		Returned from Collection		4/2/2008	4/30/2012	81 All efforts exhausted - uncollectible	Bankruptcy	Unreferred		WASHINGTON MUTUAL	DP080002057	121.00	
38	FMS	1801-	01/24/2008	02/23/2008	Division 15 (Construction)		Returned from Collection		5/1/2008	4/30/2012	81 All efforts exhausted - uncollectible	Bankruptcy	Unreferred		WASHINGTON MUTUAL	DP080002092	121.00	
38	FMS	721-1440	09/18/13	10/18/13	38DP-Division 15 (Construction)	3892 - CONSTRUCTION PLAN CHECKING	Returned from Collection	11/27/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	08/12/2015	CLOSED - UNCOLLECTIBLE	MA GENERAL CONTRACTOR INC	DP140000009	176.00	
38	FMS	721-1440	11/04/13	12/4/13	38DP-Division 15 (Construction)	3892 - CONSTRUCTION PLAN CHECKING	Returned from Collection	01/14/14	10/14/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 02/04/2015	11/2/2015	CLOSED - UNCOLLECTIBLE	DOUGLAS EMMETT BUILDERS	DP140000021	37.72	
38	FMS	360-720	02/09/15	3/11/15	38DP-Division 15 (Construction)	3892 - CONSTRUCTION PLAN CHECKING	Returned from Collection	12/04/14	04/16/15	81 All efforts exhausted - uncollectible	Uncollectible	Referred to C&W 01/30/2016	07/13/16	Closed - Uncollectible	WDF-3 WOOD HOPE ST., LLC	DP150000016	252.03	
Sub-Count / Totals for Write Off																5	707.75	
38	FMS	1441-1880	09/06/11	10/6/11	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	11/18/11	01/02/13	81 All efforts exhausted - uncc uncollectible		Referred Alliance One March 2013	9/24/2013	CLOSED - UNCOLLECTIBLE	HAX LLC	FS120000336	1,564.00	
38	FMS	1441-1880	12/21/11	1/20/12	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	03/02/12	09/03/13	81 All efforts exhausted - uncc uncollectible		REFERRED TO CAINE & WEINER 04/08/14	10/15/14	CLOSED - UNCOLLECTIBLE	VICTOR GONZALEZ	FS120001090	256.00	
38	FMS	1441-1880	02/22/12	3/23/12	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	05/04/12	09/03/13	81 All efforts exhausted - uncc uncollectible		REFERRED TO CAINE & WEINER 04/08/14	10/15/14	CLOSED - UNCOLLECTIBLE	VICTOR GONZALEZ	FS120001417	256.00	
38	FMS	1441-1880	05/10/12	6/9/12	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/20/12	09/03/13	81 All efforts exhausted - uncc uncollectible		REFERRED TO CAINE & WEINER 04/08/14	10/15/14	CLOSED - UNCOLLECTIBLE	VICTOR GONZALEZ	FS120001967	256.00	
38	FMS	1441-1880	06/06/12	7/6/12	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	08/17/12	09/03/13	81 All efforts exhausted - uncc uncollectible		REFERRED TO CAINE & WEINER 04/08/14	10/15/14	CLOSED - UNCOLLECTIBLE	VICTOR GONZALEZ	FS120002059	256.00	
38	FMS	1441-1880	07/05/12	8/4/12	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	09/14/12	10/02/13	81 All efforts exhausted - uncc uncollectible		REFERRED TO CAINE & WEINER 04/08/14	10/15/14	CLOSED - UNCOLLECTIBLE	JILL WICKERT	FS130000046	256.00	
38	FMS	1441-1880	08/06/12	9/5/12	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	10/19/12	11/04/13	81 All efforts exhausted - uncc uncollectible		REFERRED TO CAINE & WEINER 04/08/14	10/15/14	CLOSED - UNCOLLECTIBLE	SHAWN STRIDER	FS130000387	716.80	
38	FMS	721-1440	08/21/12	9/20/12	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	11/02/12	08/02/13	81 All efforts exhausted - uncc Uncollectible		Referred to C & W 4/8/2014	08/06/15	Closed - Uncollectible	FX3 EVENTS	FS130000343	190.08	
38	FMS	721-1440	11/05/12	12/5/12	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	01/18/13	02/03/14	81 All efforts exhausted - uncc uncollectible		REFERRED TO CAINE & WEINER 04/08/14	10/15/14	CLOSED - UNCOLLECTIBLE	TOMAS VENANCIO	FS130000768	173.90	
38	FMS	721-1440	05/01/13	5/31/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/12/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	GRECO DECOR	FS130000819	864.00	
38	FMS	721-1440	12/10/12	1/9/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	02/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	LALLIS	FS130000866	256.00	
38	FMS	721-1440	12/11/12	1/10/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	02/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	NEXT LEVEL CONSCI.	FS130000878	576.00	
38	FMS	721-1440	12/11/12	1/10/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	02/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	ARTUDTLA	FS130000879	256.00	
38	FMS	721-1440	12/11/12	1/10/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	02/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	GRAFF LAB	FS130000881	384.00	
38	FMS	721-1440	12/12/12	1/11/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	02/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130000897	512.00	
38	FMS	721-1440	12/12/12	1/11/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	02/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130000898	448.00	
38	FMS	721-1440	12/18/12	1/17/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	03/01/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	LOS ANGELES CARNIVAL	FS130000924	448.00	
38	FMS	721-1440	12/19/12	1/18/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	03/01/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130000939	448.00	
38	FMS	721-1440	01/07/13	2/6/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	03/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130000972	448.00	
38	FMS	721-1440	01/07/13	2/6/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	03/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130000973	448.00	
38	FMS	721-1440	01/22/13	2/21/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	04/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130001011	384.00	
38	FMS	721-1440	01/22/13	2/21/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	04/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130001026	384.00	
38	FMS	721-1440	01/22/13	2/21/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	04/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130001027	448.00	
38	FMS	721-1440	01/22/13	2/21/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	04/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130001028	448.00	
38	FMS	721-1440	01/22/13	2/21/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	04/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	08/12/2015	CLOSED - UNCOLLECTIBLE	HARRISON AND SHIFTMAN	FS130001037	256.00	
38	FMS	721-1440	01/22/13	2/21/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	04/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	THE HOLDING COMPANY	FS130001038	256.00	
38	FMS	721-1440	01/28/13	2/27/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	04/12/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130001066	384.00	
38	FMS	721-1440	02/04/13	3/6/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	04/19/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130001080	256.00	
38	FMS	721-1440	02/04/13	3/6/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	04/19/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	11/03/2015	CLOSED - UNCOLLECTIBLE	COOL KIDS ENTERTAINMENT	FS130001081	320.00	
38	FMS	721-1440	02/12/13	3/14/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	04/26/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	8/12/2015	CLOSED - UNCOLLECTIBLE	ARTMART	FS130001145	384.00	

LOS ANGELES FIRE DEPARTMENT

AGED RECEIVABLES FOR WRITE OFF SUBMISSION (FROM CARR 360 AND ABOVE DAYS OLD AS OF 8/31/2016)

NON-COMPLIANCE INSPECTION FEE, CONSTRUCTION SERVICES, FIRE SAFETY WATCH, HIGH RISE, INSPECTION RESTITUTION, NON-COMPLIANCE FEES

RETURNED FROM PRIMARY COLLECTION - TRANSWORLD SYSTEMS, INC., SECONDARY COLLECTION- CAINE & WEINER AND ALLIANCE ONE

EACH LESS THAN \$5,000

9/2/2016

RETURNED FROM PRIMARY COLLECTION - TRANSWORLD SYSTEMS, INC., SECONDARY COLLECTION - CAINE & WEINER AND ALLIANCE ONE																	Count	Total
EACH LESS THAN \$5,000																	146	74,981.53
Label	Host System	Age Category	Record Date	Due Date	Invoice Type	Department Revenue Source	Collection Milestone	Date Referred to Primary Collection-Tbl	Date Returned from Primary Collection - Tbl	Return Reason	Difficulty to Collect Reason	Date Referred to Secondary Collection	Date Returned from Secondary Collection	Return Reason From Secondary Collection	Customer Name	Invoice Number	Write Off Amount	
38	FMS	721-1440	02/12/13	3/14/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	04/26/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	08/12/2015	CLOSED - UNCOLLECTIBLE	CIM GROUP	FS130001168		256.00	
38	FMS	721-1440	02/25/13	3/27/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	05/10/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	ANGELICA NAPOLES	FS130001229		256.00	
38	FMS	721-1440	02/25/13	3/27/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	05/10/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	PANAMERICA INC.	FS130001233		460.80	
38	FMS	721-1440	03/01/13	3/31/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	05/10/13	11/07/14	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 01/30/2015	12/03/15	Closed - Uncollectible	WEST COAST EVENTS	FS130001264		275.20	
38	FMS	721-1440	03/12/13	4/11/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	05/24/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	08/12/2015	CLOSED - UNCOLLECTIBLE	VETERAN'S HOLIDAY CELEBRATI	FS130001290		223.39	
38	FMS	721-1440	03/12/13	4/11/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	05/24/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	LINE204, LLC	FS130001314		256.00	
38	FMS	721-1440	03/18/13	4/17/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	05/31/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	EXTREME FUTURIST FESTIVAL LL	FS130001399		512.00	
38	FMS	721-1440	03/29/13	4/28/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/07/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	COUTURE	FS130001472		576.00	
38	FMS	721-1440	03/29/13	4/28/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/07/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/12/2015	CLOSED - UNCOLLECTIBLE	NIGHT VISION ENTERTAINMENT	FS130001485		332.80	
38	FMS	721-1440	04/01/13	5/1/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/14/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	TOMAS VENANCIO	FS130001595		256.00	
38	FMS	721-1440	04/01/13	5/1/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/14/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/16/2015	CLOSED - UNCOLLECTIBLE	PAN/AFRICAN FILM FEST	FS130001596		63.36	
38	FMS	721-1440	04/04/13	5/4/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/14/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/16/2015	CLOSED - UNCOLLECTIBLE	NATALIE RODRIGUERA	FS130001668		256.00	
38	FMS	721-1440	04/04/13	5/4/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/14/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	ALL AMERICA HEALING GROUP	FS130001671		544.00	
38	FMS	721-1440	04/05/13	5/5/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/14/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	CARLOS BEANATO	FS130001720		256.00	
38	FMS	721-1440	04/12/13	5/12/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/21/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	07/02/2015	CLOSED - UNCOLLECTIBLE	RUN OR DYE	FS130001747		640.00	
38	FMS	721-1440	04/17/13	5/17/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/26/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/16/2015	CLOSED - UNCOLLECTIBLE	FMOICH, INC.	FS130001867		56.32	
38	FMS	721-1440	04/17/13	5/17/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/26/13	11/07/14	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 01/30/2015	12/03/15	Closed - Uncollectible	FRESH EVENTS	FS130001868		56.32	
38	FMS	721-1440	04/22/13	5/22/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/16/2015	CLOSED - UNCOLLECTIBLE	TOMAS VENANCIO	FS130001904		256.00	
38	FMS	721-1440	04/22/13	5/22/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/16/2015	CLOSED - UNCOLLECTIBLE	JOANNA PEREZ	FS130001917		402.56	
38	FMS	721-1440	04/24/13	5/24/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/16/2015	CLOSED - UNCOLLECTIBLE	L.K. BENNETT	FS130001951		256.00	
38	FMS	721-1440	04/24/13	5/24/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/16/2015	CLOSED - UNCOLLECTIBLE	KINGSLEY STUDIOS	FS130001955		256.00	
38	FMS	721-1440	04/29/13	5/29/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/12/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/16/2015	CLOSED - UNCOLLECTIBLE	MAX WU	FS130002000		256.00	
38	FMS	721-1440	05/06/13	6/5/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/19/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/16/2015	CLOSED - UNCOLLECTIBLE	KINGSLEY STUDIOS	FS130002029		320.00	
38	FMS	721-1440	05/06/13	6/5/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/19/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/16/2015	CLOSED - UNCOLLECTIBLE	FIRST CHRISTIAN CHURCH OF W	FS130002059		112.64	
38	FMS	721-1440	06/06/13	7/6/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	08/16/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	10/14/2015	CLOSED - UNCOLLECTIBLE	HELICON ARTS COOPERATIVE	FS130002186		416.00	
38	FMS	721-1440	06/06/13	7/6/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	08/16/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	5/21/2015	CLOSED - UNCOLLECTIBLE	LEALA-FERIA DEL LIBRO EN ESPA	FS130002217		211.20	
38	FMS	721-1440	06/07/13	7/7/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	08/16/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	5/21/2015	CLOSED - UNCOLLECTIBLE	LEALA-FERIA DEL LIBRO EN ESPA	FS130002258		133.76	
38	FMS	721-1440	06/07/13	7/7/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	08/16/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	THE HOLDING COMPANY	FS130002293		512.00	
38	FMS	721-1440	06/07/13	7/7/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	08/16/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	08/06/2015	CLOSED - UNCOLLECTIBLE	JACK STAUSS	FS130002297		320.00	
38	FMS	721-1440	06/12/13	7/12/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	08/23/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	4/22/2015	CLOSED - UNCOLLECTIBLE	GOOSE'S LIST LLC	FS130002342		408.32	
38	FMS	721-1440	06/14/13	7/14/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	08/23/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	FAUX ENTERTAINMENT	FS130002372		256.00	
38	FMS	721-1440	06/17/13	7/17/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	08/30/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	LOS ANGELES ARTS & ATHLETICS	FS130002384		3,072.00	
38	FMS	721-1440	07/02/13	8/1/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	09/13/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	10/14/2015	CLOSED - UNCOLLECTIBLE	THE CNTRL GROUP	FS140000008		256.00	
38	FMS	721-1440	07/08/13	8/7/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	09/20/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	BANIJAY PRODUCTIONS	FS140000014		256.00	
38	FMS	721-1440	07/09/13	8/8/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	09/20/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	IN PERSON LLC	FS140000073		256.00	
38	FMS	721-1440	08/02/13	9/1/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	10/11/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	BIKUR CHOLIM	FS140000181		256.00	
38	FMS	721-1440	08/05/13	9/4/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	10/18/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	FX3 EVENTS	FS140000212		896.00	
38	FMS	721-1440	08/05/13	9/4/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	10/18/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	9/11/2015	CLOSED - UNCOLLECTIBLE	RUNDRENCHED	FS140000225		256.00	
38	FMS	721-1440	08/22/13	9/21/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	11/01/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	FX3 EVENTS	FS140000252		576.00	
38	FMS	721-1440	08/22/13	9/21/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	11/01/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	MANUEL URIBL	FS140000255		256.00	



## 9/2/2016

EACH LESS THAN \$5,000

Label	Host/System	App/Category	Record Date	Due Date	Invoice Type	Department/Revenue Source	Collection Milestone	Date Referred to Primary Collection-Tbl	Date Returned from Primary Collection - Tbl	Return Reason	Difficulty to Collect Reason	Date Referred to Secondary Collection	Date Returned from Secondary Collection	Return Reason From Secondary Collection	Customer Name	Invoice Number	Write Off Amount
38	FMS	721-1440	08/26/13	9/25/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	11/08/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	9/11/2015	CLOSED - UNCOLLECTIBLE	RAUL MARIONA	F5140000267	512.00	
38	FMS	721-1440	08/24/13	9/25/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	11/08/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	TOMAS VENANCIO	F5140000268	100.00	
38	FMS	721-1440	09/20/13	10/20/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	12/06/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	LA GROSSE EQUIPE/HOLLYCOM	F5C14000010	288.00	
38	FMS	721-1440	10/09/13	11/8/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	12/20/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	PAGEANTRY PRODUCTION	F5C14000085	96.00	
38	FMS	721-1440	11/05/13	12/5/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	01/17/14	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	SUBURBAN HITCH HIKER, LLC	F5C14000118	672.00	
38	FMS	721-1440	11/05/13	12/5/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	01/17/14	11/07/14	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 01/30/2015	12/03/15	Closed - Uncollectible	WET SEAL	F5C14000123	352.00	
38	FMS	721-1440	11/18/13	12/18/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	01/31/14	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	THE CONTROL GROUP	F5C14000135	192.00	
38	FMS	721-1440	02/25/14	3/27/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	05/09/14	05/15/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	6/2/2015	CLOSED - UNCOLLECTIBLE	CLASSIC PARTY RENTALS	F5C14000203	32.00	
38	FMS	721-1440	03/18/14	4/17/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	05/30/14	06/04/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	GMC LIVE WELL	F5C14000206	256.00	
38	FMS	721-1440	03/24/14	4/23/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/06/14	09/28/15	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	THE NEW YORK FILM ACADEMY	F5C14000216	256.00	
38	FMS	721-1440	09/10/13	10/10/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	11/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	2/18/2015	CLOSED - UNCOLLECTIBLE	RAUL MARIONA	F5P14000010	448.00	
38	FMS	721-1440	09/27/13	10/27/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	12/06/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	POWERHOUSE	F5P14000060	320.00	
38	FMS	721-1440	09/27/13	10/27/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	12/06/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	KINGSLEY STUDIOS	F5P14000068	256.00	
38	FMS	721-1440	10/11/13	11/10/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	12/20/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	BEN WANG	F5P14000116	320.00	
38	FMS	721-1440	11/07/13	12/7/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	01/17/14	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/3/2015	CLOSED - UNCOLLECTIBLE	LOS ANGELES CARNIVAL	F5P14000202	320.00	
38	FMS	721-1440	11/12/13	12/12/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	01/24/14	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	8/12/2013	CLOSED - UNCOLLECTIBLE	ELM CONCIERGE	F5P14000212	256.00	
38	FMS	721-1440	04/24/14	5/24/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/11/14	04/28/15	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 08/10/2015	06/02/16	Closed - Uncollectible	JAVIER ESCAMILL	F5P14000507	45.82	
38	FMS	721-1440	04/28/14	5/28/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/11/14	04/28/15	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 08/10/2015	06/02/16	Closed - Uncollectible	HOUSTON HOSPITALITY	F5P14000521	45.82	
38	FMS	360-720	08/26/14	9/25/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	07/18/14	05/21/15	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 08/10/2015	06/02/16	Closed - Uncollectible	QUANTUM SPECIAL EFFECTS CO.	F5P14000546	91.65	
38	FMS	721-1440	06/12/14	7/12/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	08/22/14	06/10/15	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 08/10/2015	06/02/16	Closed - Uncollectible	HOUSTON HOSPITALITY	F5P14000654	45.82	
38	FMS	721-1440	06/24/14	7/24/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	09/05/14	06/14/15	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 08/10/2015	06/02/16	Closed - Uncollectible	HOUSTON HOSPITALITY	F5P14000698	45.82	
38	FMS	360-720	09/05/14	10/5/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	11/14/14	01/21/15	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 08/10/2015	06/02/16	Closed - Uncollectible	LEVERAGE AGENCY	F5P15000143	256.00	
38	FMS	360-720	09/25/14	10/25/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	09/04/14	10/25/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	2/17/2016	CLOSED - UNCOLLECTIBLE	CENTRAL PRODUCTION	F5P15000181	91.52	
38	FMS	721-1440	07/10/14	8/9/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	09/19/14	06/25/15	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 08/10/2015	06/02/16	Closed - Uncollectible	MESQUITE PRODUCTIONS	F5P15000002	11.46	
38	FMS	721-1440	09/24/13	10/24/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	12/06/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	08/12/2015	CLOSED - UNCOLLECTIBLE	LAYOM	F5S14000016	256.00	
38	FMS	721-1440	03/24/14	4/23/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/06/14	09/28/15	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	REMOTE BROADCASTING INC.	F5S14000134	691.20	
38	FMS	721-1440	03/24/14	4/23/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	06/06/14	09/28/15	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/05/2015	CLOSED - UNCOLLECTIBLE	AERO FILMS	F5S14000135	76.80	
38	FMS	721-1440	05/20/14	6/19/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	08/01/14	01/21/15	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 08/10/2015	10/02/15	Closed - Uncollectible	LEVERAGE AGENCY	F5T14000026	11.46	
38	FMS	721-1440	09/16/13	10/16/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	11/27/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	SYCK PRODUCTIONS LLC	F5V14000004	512.00	
38	FMS	721-1440	10/02/13	11/1/13	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	12/13/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	SALVORDOREAN FESTIVAL COMI	F5V14000020	64.00	
38	FMS	721-1440	06/11/14	7/11/14	38FS-Fire Safety Watch	3883 - FIRE SAFETY OFF COST RECOVERY	Returned from Collection	11/27/13	11/07/14	81 All efforts exhausted - uncc Uncollectible	Referred to C & W 01/30/2015	09/11/15	Closed - Uncollectible	PARENTS SERVICE LEAGUE MIRA	F5V14000205	45.82	
															Sub- Count / Totals for Write Off	103	35,646.64

**EACH LESS THAN \$5,000**

9/2/2016

RETURNED FROM PRIMARY COLLECTION - TRANSWORLD SYSTEMS, INC., SECONDARY COLLECTION- CAINE & WEINER AND ALLIANCE ONE EACH LESS THAN \$5,000																Count	Total
																148	74,061.53
Label	Host System	Age Category	Record Date	Date Paid	Invoice Type	Department/Revenue Source	Collection Milestone	Date Returned to Primary Collection - FSI	Date Returned from Primary Collection - FSI	Return Reason	Difficulty to Collect Reason	Date Referred to Secondary Collection	Date Returned from Secondary Collection	Return Reason From Secondary Collection	Customer Name	Invoice Number	Write Off Amount
38	FMS	721-1440	03/12/13	4/11/13	38HN - High Rise Non-Compliance	3910 - HIGH-RISE NON-COMPLIANCE FEE	Returned from Collection	05/17/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	ALLEN GROSS	HN130000056	528.00
															Sub- Count / Totals for Write Off		1
38	FMS	721-1440	12/02/12	1/1/13	38HR - High-Rise Annual Billing	3900 - HIGH-RISE INSPECTION FEE	Returned from Collection	04/26/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015		CLOSED - UNCOLLECTIBLE	SPRIGGS MATTHEW	HR130000600	740.54
															Sub- Count / Totals for Write Off		1
38	FMS	1441-1880	08/01/12	8/31/12	38IN - Central Industrial Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	10/12/12	11/04/13	81 All efforts exhausted - uncc uncollectible		REFERRED TO CAINE & WEINER 04/08/14	10/08/2014	CLOSED - UNCOLLECTIBLE	HISAKO UYEDA	IN130000005	546.00
38	FMS	721-1440	09/10/12	10/10/12	38IN - Central Industrial Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	11/21/12	12/02/13	81 All efforts exhausted - uncc uncollectible		REFERRED TO CAINE & WEINER 04/08/14	10/08/2014	CLOSED - UNCOLLECTIBLE	DONALD SCHARY	IN130000012	1,872.00
38	FMS	721-1440	02/13/13	3/15/13	38IN - Central Industrial Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	04/26/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	AZIZ KHALILI	IN130000016	1,170.00
38	FMS	721-1440	02/13/13	3/15/13	38IN - Central Industrial Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	04/26/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	ISAAC NORMAN	IN130000024	1,952.00
38	FMS	721-1440	04/05/13	5/5/13	38IN - Central Industrial Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	06/07/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	KAMRAN NOMAN	IN130000036	3,168.00
38	FMS	721-1440	04/05/13	5/5/13	38IN - Central Industrial Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	06/07/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	KAMRAN NOMAN	IN130000039	2,640.00
38	FMS	721-1440	04/05/13	5/5/13	38IN - Legal Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	06/07/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	KIRBY HAMMAN	IN130000040	1,404.00
38	FMS	721-1440	04/26/13	5/26/13	38IN - Central Industrial Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	06/28/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to C & W 01/30/2015	09/11/15	Closed - Uncollectible	HSIU SHEN	IN130000042	638.88
38	FMS	721-1440	04/26/13	5/26/13	38IN - Central Industrial Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	06/28/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	Pak Nanci S	IN130000043	2,112.00
38	FMS	721-1440	09/04/13	10/4/13	38IN - Central Industrial Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	11/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	ISSAAC DAYAN	IN140000005	1,936.00
															Sub- Count / Totals for Write Off		10
38	FMS	1441-1880	04/16/12	5/16/12	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	06/29/12	08/02/13	81 All efforts exhausted - uncc uncollectible		Referred to Caine and Weiner September 17, 21	03/17/2014	CLOSED - UNCOLLECTIBLE	COLIN THOMPSON	IR120001349	344.00
38	FMS	721-1440	01/10/13	2/9/13	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	03/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	2/4/2015	CLOSED - UNCOLLECTIBLE	FANCHER DEVELOPMENT	IR130001266	12.00
38	FMS	721-1440	02/12/13	3/14/13	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	04/26/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	DERICK SANDOVAL	IR130001516	356.00
38	FMS	721-1440	02/21/13	3/23/13	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	05/03/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	GDC CONSTRUCTION	IR130001583	78.32
38	FMS	721-1440	02/28/2013	03/27/2013	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	5/10/2013	11/7/2014	81 All efforts exhausted - uncollectible	Uncollectible	Referred to C & W 01/30/2015	09/11/15	Closed - Uncollectible	WAYNE DOLLARHIDE	IR130001506	366.00
38	FMS	721-1440	02/28/2013	03/27/2013	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	5/10/2013	11/7/2014	81 All efforts exhausted - uncollectible	Uncollectible	Referred to C & W 01/30/2015	09/11/15	Closed - Uncollectible	WAYNE DOLLARHIDE	IR130001507	366.00
38	FMS	721-1440	04/03/13	5/3/13	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	06/14/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	E & S BUILDERS, INC.	IR130001923	356.00
38	FMS	721-1440	05/14/13	6/13/13	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	07/26/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	LPI SERVICES	IR130002194	356.00
38	FMS	721-1440	07/23/13	8/22/13	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	10/04/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	EBANOS CROSSING, LLC	IR140000133	356.00
38	FMS	721-1440	07/23/13	8/22/13	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	10/04/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	FRITES FRIES (MAJESTIC FIRE PR	IR140000134	356.00
38	FMS	721-1440	09/23/13	10/23/13	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	12/06/13	07/30/14	81 All efforts exhausted - uncc uncollectible		Referred to C & W 01/30/2015	11/02/15	Closed - Uncollectible	PCL	IR140000571	78.32
38	FMS	721-1440	09/23/13	10/23/13	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	12/06/13	07/30/14	81 All efforts exhausted - uncc uncollectible		Referred to C & W 01/30/2015	09/11/15	Closed - Uncollectible	SWINERTON CONST.	IR140000572	78.32
38	FMS	721-1440	10/02/13	11/1/13	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	12/13/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to C & W 01/30/2015	12/03/15	Closed - Uncollectible	WILLIAM M MCCARDLE	IR140000672	445.00
38	FMS	721-1440	10/08/13	11/7/13	38IR-Inspection Restitution	3886 - INSPECTION RESTITUTION	Returned from Collection	12/20/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to C & W 01/30/2015	07/02/15	Closed - Uncollectible	WILLIAM M MCCARDLE	IR140000711	445.00
															Sub- Count / Totals for Write Off		14
38	FMS	721-1440	02/14/13	3/16/13	38LN - Legal Non-Compliance Fee	3891 - LEGAL NON-INSPECTION FEE	Returned from Collection	04/26/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	DORA GALLO	LN130000011	1,992.00
38	FMS	721-1440	02/14/13	3/16/13	38LN - Legal Non-Compliance Fee	3891 - LEGAL NON-INSPECTION FEE	Returned from Collection	04/26/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/09/2015	CLOSED - UNCOLLECTIBLE	ASHFORD.COM	LN130000014	1,952.00
38	FMS	721-1440	04/26/13	5/26/13	38LN - Legal Non-Compliance Fee	3891 - LEGAL NON-INSPECTION FEE	Returned from Collection	06/28/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	LEO M MEDWIN	LN130000020	1,533.00
38	FMS	721-1440	09/04/13	10/4/13	38LN - Legal Non-Compliance Fee	3891 - LEGAL NON-INSPECTION FEE	Returned from Collection	11/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible		Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	SYED HASEN	LN140000001	287.76
															Sub- Count / Totals for Write Off		4
38	FMS	1441-1880	01/19/12	2/18/12	38NC - Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	03/30/12	05/02/13	81 All efforts exhausted - uncc uncollectible		Referred to Caine and Weiner 09/17/2013	03/17/2014	CLOSED - UNCOLLECTIBLE	CHARLES BRUMBAUGH	NC120000017	1,404.00
															Sub- Count / Totals for Write Off		1



EACH LESS THAN \$5,000

100%

Label	Host System	Age Category	Record Date	Due Date	Invoice Type	Department/Revenue Source	Collection Milestone	Date Referred to Primary Collection - TSI	Date Returned from Primary Collection - TSI	Return Reason	Difficulty to Collect Reason	Date Referred to Secondary Collection	Date Returned from Secondary Collection	Return Reason From Secondary Collection	Customer Name	Invoice Number	Write Off Amount
38	FMS	721-1440	09/10/12	10/10/12	38NC - Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	11/21/12	12/02/13	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 04/08/14	10/08/2014	CLOSED - UNCOLLECTIBLE	CRAIG WEECH	NN130000001	936.00	
38	FMS	721-1440	04/26/13	5/26/13	38NC - Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	07/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	TOM BRENNAN	NN130000002	2,808.00	
														Sub- Count / Totals for Write Off	2	3,744.00	
38	FMS	721-1440	01/24/13	2/23/13	38UT - Underground Tank	3886 - INSPECTION RESTITUTION	Returned from Collection	04/05/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	SHEBA & SONS	UT130000066	704.00	
38	FMS	721-1440	02/06/13	3/6/13	38UT - Underground Tank	3886 - INSPECTION RESTITUTION	Returned from Collection	04/19/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	12/03/2015	CLOSED - UNCOLLECTIBLE	ENCON	UT130000069	704.00	
														Sub- Count / Totals for Write Off	2	1,408.00	
38	FMS	721-1440	10/16/13	11/15/13	38VN - Valley Industrial Non-Compliance Fee	3890 - NON-COMPLIANCE INSPECTION FEE	Returned from Collection	11/22/13	11/07/14	81 All efforts exhausted - uncc uncollectible	Referred to Caine & Weiner 01/30/2015	06/02/2015	CLOSED - UNCOLLECTIBLE	ODET MKRTHCHYAN	VN140000001	176.00	
														Sub- Count / Totals for Write Off	1	176.00	
38	FMS	1441-1880	06/11/12	7/11/12	38WN - West Industrial Non-Compliance Fee	3890 - NON COMPLIANCE INSPECTION FEE	Returned from Collection	08/24/12	09/03/13	81 All efforts exhausted - uncc uncollectible	REFERRED TO CAINE & WEINER 04/08/14	10/15/2014	CLOSED - UNCOLLECTIBLE	JIM PAGE	WN120000003	2,808.00	
														Sub- Count / Totals for Write Off	1	2,808.00	
														Gross Total	146	74,981.55	