

From: Montanez-Felix, Rosa
Sent: Friday, March 25, 2011 2:29 PM
To:
Cc:
Subject: Request to Cancel Accounts

I would like to request the cancellation of the following accounts as they are uncollectable:

501C Returned Checks

\$80.64 #57857 - Phone disconnected and no answer to invoices.
\$96.64 (\$49.92 +\$46.72) #57918 - Mail returned and the phone number located not sure if belongs to client.
Left messages and had no response.
\$79.36 #57917 - No current phone number and no response to mail.
\$31.00 #57400 - No current phone number and no response to mail.
\$62.00 (\$31.00+\$31.00) #57439 - No current phone number and no response to mail.

Total 501C: \$349.64

501 Accounts - Invoices

\$103.04 #54250 - No current phone number and no response to mail.
\$257.40 #54114 - Phone number on file-no answer or voicemail and no response to mail.

Total 501: \$360.44

Grand Total: \$710.08

Thank you,

Rosa Montanez
Accounting Specialist
Phone (707) 253-4056
Fax (707) 253-4337
rosa.montanez@countyofnapa.org