

Write-off Certification

Date:

Debtor's Name:

Agency Account No.:

Amount of Uncollectible Debt: \$

I, _____ (_____), hereby certify that:

- This agency has made all reasonable efforts to collect the debts listed herewith;*
- This agency has determined that such debts are uncollectible in accordance with **(check all that apply)**:
 - Criteria previously adopted by the agency and approved by the Attorney General
 - As defined in Oregon Accounting Manual 35.50.10
- There is no procedure provided by law specifically applicable to this agency for compromise, release, discharge, waiver, cancellation, or other form of settlement;
- The agency has complied with ORS 293.231; **and**
- The agency has made all appropriate inquiry, to the best of its ability, to ascertain that the debtor has no money or other thing of value owing or held by any other state agency which has not been credited to the debtor's obligation to the State of Oregon.

This debt was determined uncollectible because **(check all that apply)**:

The debtor does not and will not for the foreseeable future own or have the right to own assets from which the state agency could collect the debt. (W01)

It is reasonably estimated that the cost of collecting the debt would equal or exceed the amount of the debt. (W02)

The debtor is deceased, and there are no assets in the debtor's estate from which the state agency could collect the debt. (W03)

The debtor is a corporation or a limited liability company that is not and for the foreseeable future will not be engaged in any income-producing activity, and there are no assets from which the agency could collect the debt. (W04)

The debtor's estate is subject to a pending bankruptcy proceeding in which it is reasonable to conclude that the debt will be discharged and that the state agency will receive none or an insubstantial share of the assets of the bankruptcy estate. (W05)

The agency is and will be for the foreseeable future unable to collect from the debtor or from anyone owing the debtor money or holding assets of or from the debtor. (W06)

The agency is unable to locate the debtor despite having made reasonable efforts to do so. (W07)

The debt has been liquidated by reduction to a court judgement, administrative order, or distraint warrant, which has subsequently expired. (W08)

The debt meets agency specific criteria approved by the Attorney General (W09):

Signature: _____