



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
DEPARTMENT OF ADMINISTRATION

Marc A Leonetti, CPA - State Controller
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Office: (401) 222-2271
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TO: Chief Financial Officers

FROM: Marc Leonetti

DATE: March 17, 2015

SUBJECT: Uncollectible Accounts as of June 30, 2015

Please forward a list of uncollectible accounts and detail of collection procedures on or before April 9, 2015 to Alicia Araujo at Alicia.Araujo@doa.ri.gov or to:

*Office of Accounts & Control
One Capitol Hill
Providence, RI 02908-5883
Attn: Alicia Araujo*

If you do not have uncollectible accounts, you must submit an email to Alicia stating that your agency does not have a FY 2015 request for write offs. Otherwise, form AR-1 is to be used to report uncollectible accounts. This form is available on the controller's website: <http://controller.admin.ri.gov/index.php> - click on the link for "forms" and form AR-1 is listed under "accounting forms"

This office will notify any agency that is required to attend a meeting. If applicable, agency meetings will be held in the month of May. You may contact Alicia at 222-6407 with any questions