

Bristol Town Administrator

From: Bristol Clerk
Sent: Monday, December 10, 2018 2:36 PM
To: Bristol Town Administrator
Cc: 'Peter Ryan'
Subject: Writing off Debt

Valerie,

We have asked the auditors for an entry to write off the debt for Liz Lovely. She has claimed bankruptcy, we did what we could, but were at the bottom of the list to be paid. At this time, we know we will most likely never see any money from her. In order to make the entry we are given, the Selectboard needs to make a motion to agree to write off her balance. We can then write a letter to the bank with the minutes stating to write the balance off.

Let me know if you have more questions.

Thank You,

Jen Myers
Town Clerk, Treasurer & Delinquent Tax Collector
Town of Bristol
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Bristol, VT 05443
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