## **Attachment 1**

## **Cancellation (Write-Off) Criteria By Category**

Category	Number of Accounts	Amount of Write-Off*
Limited Company Out of Business the taxed party was an incorporated entity which ceased operation. There were no assets located to which the claim could be attached.	22	\$31,793.71
Unable to Locate the person(s) responsible for payment of the taxes cannot be located.	13	\$37,157.80
Proprietorship Out of Business the taxed party was a non-limited entity and the person(s) responsible for payment cannot be located.	5	\$4,010.38
Not Cost Effective to Collect the costs of further collection efforts would likely fail to recover expenses.	9	\$1,172.54
Bankruptcy the taxed party has formally declared bankruptcy through the courts; no further monies are expected.	1	\$696.37
Late Closure Notification the City did not receive notification of the business closure within the legislated time frame to amend the taxes, which therefore should not be owing.	24	\$42,929.45
TOTAL	74	\$117,760.25

<sup>\*</sup>The amount recommended for write-off includes account balances from 2022 and previous years including accumulated penalty and collection costs. Penalties are as of December 31, 2022.