## **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.	8	\$145,979.29
Unable to Locate the person(s) responsible for payment of the taxes cannot be located.	23	\$16,193.11
Proprietorship Out of Business the taxed party was a non-limited entity and the person(s) responsible for payment cannot be located.	5	\$2,947.00
Not Cost Effective to Collect the costs of further collection efforts would likely fail to recover expenses.	60	\$29,394.48
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.	6	\$3,852.00
TOTAL	102	\$198,365.88

<sup>\*</sup>The amount recommended for write-off includes account balances from 2023 and previous years including accumulated penalty and collection costs. Penalties are as of December 31, 2023.