

FROM Box 53  
ACCOUNTS RECEIVABLE Clean up folder  
PM

**From:** Tom McNichols on 04/20/2000 01:25 PM  
**To:** Michael Segal/NNIB/NNNG  
**cc:** Maria Salazar/NNIB/NNNG,  
**Subject:** Accounts Receivable clean up

Attached is a spreadsheet highlighting our progress in cleaning up old accounts receivable items that you reviewed in late fall, 1999. Of the \$10.8 million of outstanding receivables reviewed, only \$1.7 remains open and is still being investigated. Checks totalling \$3.1 million have been received against these old receivables, and \$6.3 million have been corrected through adjustments. Adjustments were needed for several reasons including billing errors, application of credits, etc. Most of these adjustments were made in consultation with the appropriate A/E. Write offs were made where accounts receivable balances matched accounts payable amounts that had already been purged. Write offs were also made for accounts receivable credits which you identified during our review. These are summarized at the end of the report.

Please review the attached report and call me or Maria Salazar with any comments/suggestions.  
Thanks.