



Application to Discharge Un-Collectible Balances

February 6, 2020

Name of defendant*	Requested discharge amount*	Case #	AR Account #
«Name of defendant»	\$«Requested discharge amount»	«Case »	«AR Account »

POLICY: A fine or fee balance can only qualify for discharge when one or more of the following is true:

- 1. The balance is too small to justify the cost of collection**, the likelihood of collection does not warrant the expense involved, or the amount has been otherwise lawfully compromised or adjusted*.
- 2. All reasonable collection efforts have been performed, such as:
 - a. Letters requesting payment, in accordance with collection standards.
 - b. Attempts at legal action, such as bank and wage attachments, when, employment and assets are known.
 - c. Filing of abstracts against current and future acquisition of real property. (NA – not cost effective)
 - d. At least five years for infraction citations or ten years for criminal cases have elapsed from the due date or conviction date.
 - e. The debtor is deceased and it appears that the estate does not have sufficient assets.
 - f. The fines and/or fees has been referred to an external collection agency, including, but not limited to, a contracted delinquent collections vendor, the Franchise Tax Board-Court Ordered Debt program, and/or the Franchise Tax Board-Interagency Intercept Collection program, and their collection efforts have been unsuccessful.
- 3. Any other fact warranting the discharge*

«Qualifying Factors»

We find the «Case_Type» case in reference to be “un-Collectable” by the items marked above. The likelihood of collection does not warrant any further expense involved. This case is «Number_of_Years_Delinquent» years delinquent. The original amount ordered on case(s): \$«Original_Amount_Ordered». «Location_Unknown»

Requested by:

I hereby certify under penalty of perjury the facts stated in this application are true and correct to the best of my knowledge*.

Danielle M. Sexton, Court Finance Manager

«Reviewer»

Approved by:

Pamela M. Foster, Court Executive Officer

*This form is in compliance with GC § 25258
**The estimated cost of collection per case is \$30 based on averages of the Inyo Court Collections Program
\\Grants & Projects\COURT COLLECTIONS\DISCHARGE of ACCOUNTABILITY