

EXHIBITION PLACE

November 25, 2004

To: The Board of Governors of Exhibition Place

From: Dianne Young
General Manager & CEO

Subject: CNEA Write-Off of Bad Debts for 2004

Purpose:

This report is being submitted for the consideration of the Board of Governors.

Financial Implications and Impact Statement:

There are no financial implications resulting from the adoption of this report.

Recommendation:

It is recommended that the Board of Governors concur with the recommendation of the CNEA Board of Directors with respect to approving the Write-Off of Uncollectible Accounts, with the exception of the Cabbage Youth Centre debt, as outlined in the attached report from the General Manager of the CNEA dated November 9, 2004.

Background:

The attached report was considered and approved by the CNEA Board of Directors at its meeting of November 25, 2004, subject to the Cabbagetown Youth Centre debt being removed from the listing. The CNEA Board also requested that the General Manager/CNEA send a communication to the City Clerks Office advising of the outstanding debt given that the Cabbagetown Youth Centre receives a grant from the City of Toronto.

Comments:

In accordance with the Board's Financial By-law the write-off of CNEA accounts is approved the Board of Governors.

Conclusion:

This report recommends that the Board authorize the write-off of uncollectible accounts related to the CNEA.

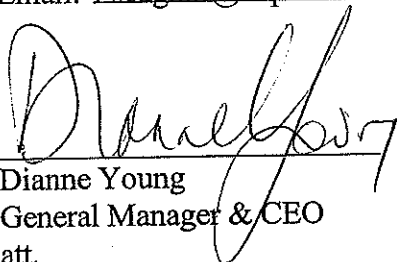
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A handwritten signature in black ink, appearing to read "D. Young", written over a horizontal line.

Dianne Young
General Manager & CEO
att.



November 9, 2004

To: The Executive and Board of Directors
Canadian National Exhibition Association

From: David Bednar
General Manager

Subject: Write-Off of Bad Debts

Recommendation:

This report is submitted for the approval of the Executive Committee and the Board of Directors. It is recommended that accounts receivable, as identified in Appendix A to this report, be written-off as bad debts.

Background:

The CNEA has an established "bad debts" policy whereby write-offs of debts in excess of \$100 each must be approved by the Board.

Discussion:

Throughout the year the accounts receivables are reviewed and analyzed and various steps are taken to obtain payment of all Canadian National Exhibition Association accounts. However, in spite of all efforts taken, certain accounts cannot reasonably be collected and these are ultimately recommended to the Board to be written-off and removed from the ledger of accounts.

An analysis of the overdue and unpaid accounts has been carried out and it is recommended that certain of these accounts be removed from the accounts receivable records of CNEA because they have been judged to be un-collectible.

The common reasons why the amounts cannot be collected are that the company has filed for bankruptcy, gone out of business or our collection company or the Legal department provides staff with an opinion that the collection costs associated with a particular account do not justify any further collection activity.

Appendix A identifies these un-collectible accounts and lists the name of the company, the amount to be written-off, and the reason why the amount is deemed to be un-collectible. In most of these cases the amount to be written off was recognized totally or partially as a bad debt expense in prior years. Therefore, the impact on the 2004 financial position will be \$595.99.

Conclusion:

It is recommended that the Board approve the write-off as un-collectible bad debts of the specific accounts listed in the attached Appendix A.

Respectfully submitted,

David Bednar

David Bednar, General Manager

Write-Off of Uncollectible Accounts For 2004

Company Name	Date of Invoice	Reason for Write-Off	Amount (\$)
Goring Quilted Products	2000	City Legal recommends write-off as uncollectible	1,890.69
Cabbagetown Youth Centre	2003	Collection efforts have been unsuccessful	200.00
Canadian Soccer Association	2003	Not feasible to pursue further collection efforts	114.35
Children's Security Network	2001	Further collection efforts would not be feasible	500.00
Elsie's Investments	2001	All collection options have been unproductive	1,507.00
Top Jam Music	2002	Not feasible to pursue further collection efforts	1,004.00
Unik Lamp Shape & Craft	2001	Client is located in Africa and further collection efforts would not be cost effective	2,798.00
Western International Trading Inc.	2003	Collection efforts were not productive	1,605.00
		TOTAL	9,619.04

