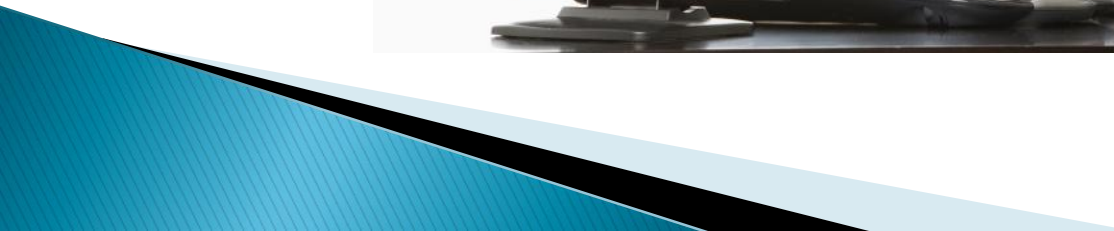
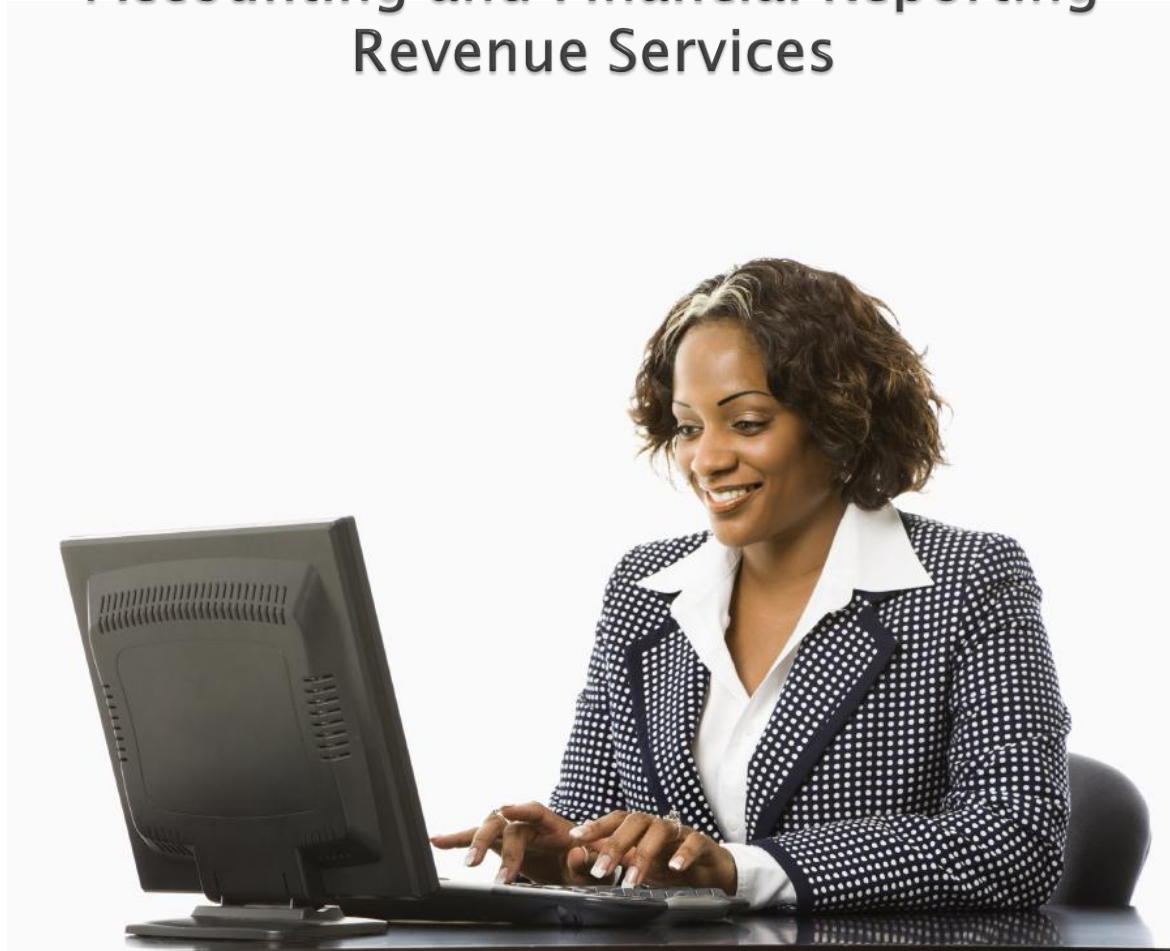


# THE MANAGEMENT OF RECEIVABLES

Accounting and Financial Reporting  
Revenue Services



# Billing

- ▶ The Port has 17 different types of revenue streams. Amounts billed are derived from Leases and/or Published Tariffs.
  - Airfield
  - Cargo Piers
  - Container
  - Ground Access
  - Group Insurance
  - Harbor Services
    - Shilshole Bay Marina
    - Fishermen's Terminal
    - Bell Harbor Marina
    - Harbor Island
    - Maritime Industrial Center
  - House Rentals
  - ID Access (Port Badge Billing)
  - Leases
    - Airport (307 Active Leases)
    - Seaport ( 83 Active Leases)
    - Real Estate (175 Active Leases)
- The average total of billing produced monthly is –
  - 2008 Total # Invoices Billed = 4377 Total Average Monthly Total Billed = \$42,229,987.89
  - 2009 Total # Invoices Billed = 4504 Total Average Monthly Total Billed = \$42,054,313.06

# ACCOUNTS RECEIVABLE AGED TRIAL BALANCE

- Relative to the total monthly invoices mailed out on a monthly basis, our daily sales outstanding average between 5 and 7 days.

Customer balances listed in the Other column are directly related to accounts that are under bankruptcy protection, we have exhausted all efforts to collect so we had no other alternative but to send the account to a third party collection agency or the charges are in dispute and waiting to be resolved.

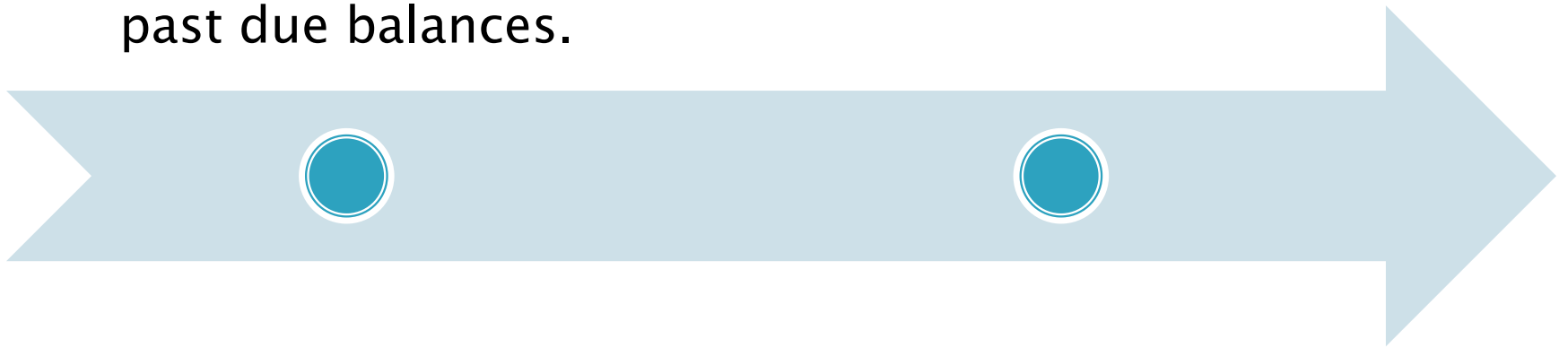
Accounts Receivable Aged Trial Balance As Of 12/31/2008							
TOTAL	FUTURE	<30 DAYS	31-60 DAYS	61-90 DAYS	91-120 DAYS	OTHER	TOTAL # Customers
\$7,152,601	(2,019,606)	7,894,842	253,541	134,992	13,996	873,836	1297
Past Due Percentage To Total				1.9%	.2%	12.2%	

Accounts Receivable Aged Trial Balance As Of 12/31/2009							
TOTAL	FUTURE	<30 DAYS	31-60 DAYS	61-90 DAYS	91-120 DAYS	OTHER	TOTAL # Customers
\$6,852,901	(1,106,536)	4,681,396	1,376,896	30,086	43,214	1,827,846	1111
Past Due Percentage To Total				.4%	.6%	26.6%	

Effective late 2009 the Commission approved a "Customer Care Package" for Eagle Marine, SSA Terminals and Total Terminals. This agreement provides an extension to the current due dates by 30 days.

# Collections

Revenue Services uses a variety of tools to collect past due balances.



# Collections

- Run Aged Trial Balance Detail Report monthly.
  - Automatic 1<sup>st</sup> Letter generated and mailed for past due accounts.
  - Finance Charges and Late Fees are assessed, posted and then mailed.
  - AFR Collectors make phone calls and/or sends out an e-mail message for all past due accounts.
  - No response - Final Demand Letter is sent.
  - Site visit and request/collect funds in person.
- 