

**Accounts Receivable Quarterly Activity**

Agency No. \_\_\_\_\_  
Agency Name \_\_\_\_\_

Quarter Ending \_\_\_\_\_  
Preparer/Phone \_\_\_\_\_  
Email to OSC [CS&](#)

<u>Agency Name</u>	<u>Type of AR</u>	<u>1-30 Days</u>	<u>31-60 Days</u>	<u>61-90 Days</u>
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<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
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## **GLOSSARY OF TERMS**

**Agency Name:** The agency to whom the account receivable is owed.

**Type of AR:** Notes Receivable, Taxes Receivable, Accounts Receivable, Intergov't Receivable, Contributions, Premiums, Other Receivables or Interest Receivables.

**Aging:** The number of days beyond the billing date of the invoice.

**AR Write-off:** Any accounts that have been written off.

**Cost of Collection:** Cost incurred in the collection process.