



# MIDDLEBURG HIGH SCHOOL

3750 County Road 220

MIDDLEBURG, FLORIDA 32068

PHONE: 904/291-5450

March 20, 2006

The School Board of Clay County  
900 Walnut Street  
Green Cove Springs, FL 32043

Re: NSF Check Write-offs

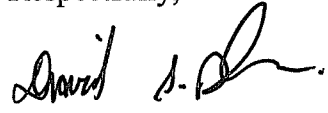
Honorable Members:

We respectfully request permission to write-off two insufficient checks. Our efforts to collect are outlined as follows:

- Check #1
- 11/22/05-Received NSF check written by Nicole Schmitt in the amount of \$25.75 for Chorus fund-raiser. Called bank, not good; sent first letter.
  - 12/05/05-No response to letter; called bank, again not good. Sent certified letter.
  - 12/14/05-Ms. Schmitt came in to make returned check good with another check which was refused. She said she would return with cash.
  - 01/08/06-Tried phone number on check; not good. Sent copy of certified letter.
  - 01/23/06-First certified letter returned undelivered.
- Check #2
- 01/03/06-Received NSF check written by Jeramie Childress in the amount of \$29.43 for FBLA Club fund-raiser. Called bank not good. Sent first letter.
  - 01/12/06-Called work number for Mrs. Childress. She said the check was not written by her husband, Jeramie; and her son, Jeramie, was not living at home. Got copy of student's registration form to check husband's signature against the check; not the same
  - 01/18/06- Sent copy of check to Mrs. Childress.
  - 01/31/06-No response, sent certified letter.
  - 02/23/06-Certified letter returned undelivered.

Copies of the checks and our letters are included.

Respectfully,

A handwritten signature in black ink, appearing to read "David S. Broskie". The signature is fluid and cursive, with a prominent initial "D" and a long, sweeping underline.

David S. Broskie  
Principal