

September 16, 2015

TSS Digital Services, Inc.  
P.O. Box 69  
Olympia, WA 98507

**RE: Notice of Intent to Send to Collections, Penalty Assessment No. UT-150855**

Dear Sir or Madam:

As you are aware, on June 5, 2015, the Washington Utilities and Transportation Commission issued a Penalty Assessment against TSS Digital Services, Inc. in the amount of \$1,000 for violation of WAC 480-120-382, which requires competitively classified telecommunications companies to file an annual report and pay regulatory fees with the Commission by May 1 each year. As of May 15, 2015, TSS Digital Services, Inc. has not filed its 2014 annual report or paid its 2015 regulatory fee, and has incurred a penalty of \$1,000. The Commission sent you a Final Notice dated August 13, 2015, indicating that the balance of \$1,000 was due.

The Commission has not received the \$1,000 payment due and owing.

**This is to notify you that the Commission intends to forward your outstanding debt to a collection agency for collection.** You likely will incur additional expenses and fees, including costs of collection, attorney's fees, and interest. These expenses and fees will be added to your outstanding \$1,000 balance.

If you have any questions about this letter or about the company's obligations under Commission rules, you may contact Sondra Walsh at (360) 664-1286.

Very truly yours,

SALLY BROWN  
Senior Assistant Attorney General

cc: Sondra Walsh, Director, Administrative Servs.  
Kim Anderson, Manager, Financial Services

**Mail payment to:**  
**1300 S. Evergreen Park Drive S.W.**  
**P.O. Box 47250**  
**Olympia, WA 98504**  
**Make online payment at:**  
[payments.utc.wa.gov](http://payments.utc.wa.gov)