

FINAL NOTICE

DATE:

To:

Ship to (if different address):

ACCOUNT NO.	INVOICE NO.	P.O. NO.	OUR ORDER NO.	ORIGINAL DUE DATE

YOUR ACCOUNT IS NOW SERIOUSLY OVERDUE!

You have apparently ignored our repeated requests for payment. Unless we receive your payment within the next 10 days, we will be forced to refer this account to a collection agency. Avoid trouble, expense and embarrassment by completing the Customer Response section of this form and returning the form with your check at once!

REMINDER SUMMARY	
Date:	
Balance Forward:	
Finance Charge:	
Total due:	

PAST DUE SUMMARY	
Date:	
Balance Forward:	
Finance Charge:	
Total due:	

FINAL NOTICE SUMMARY	
Date:	
Balance Forward:	
Finance Charge:	
Total due:	

CUSTOMER RESPONSE	
CUSTOMER ACCOUNT NO:	TOTAL AMOUNT DUE:
<input type="checkbox"/> Full Payment Enclosed	<input type="checkbox"/> Partial Payment Enclosed: £ _____
<input type="checkbox"/> Payment Previously Mailed On: _____	Cheque No: _____
Comments: _____ _____	
Customer Signature:	Date:

Make all checks payable to: