

JOHN SMITH (CA) - EXAMPLE CONTACT
20 BAY STREET
11TH FLOOR
TORONTO, ON M5J 2N8

JOHN SMITH (CA) - EXAMPLE CONTACT
20 BAY STREET
11TH FLOOR
TORONTO, ON M5J 2N8

Richard T Avis, Attorney & Associates, LLC

Richard T Avis

Barry Serota (1948-2009)

P.O. Box 735633
Chicago, IL 60673-5633

Phone: (847) 259-4700
Fax: (847) 259-9434

File No.
Creditor: Paychex, Inc.
Creditor Ref. No.
Amount Due:

14-DAY SETTLEMENT OPPORTUNITY

Our records reflect that the balance owed to Paychex, Inc. ("Paychex") remains unpaid. However, at this time, Paychex is willing to settle this unpaid balance for , if we receive the payment, at our office, on or before . Please note, if you require employee W-2's or other reports, then you must pay the full balance of to obtain required reports. Specifically, Paychex will not provide any additional and/or new reporting, data, or services in exchange for this settlement payment.

To settle this matter, submit the payment in any of the following methods:

1. Mail – draft a check payable to Paychex with "Settlement in Full for File No. " on the memo line and mail the check to our office at the address below
2. Online* – pay with check or credit card with our processor: <https://www.afm-usa.com/payment>
3. Phone* – pay with check or credit card by contacting our office at **(847) 259-4700**.

*A convenience fee will be assessed for both check or credit card payments made online or by phone.

Payment of on or before shall represent full satisfaction of the balance due Paychex. However, if we do not receive the payment on or before , then this settlement offer will be null and void.

Thank you,

P.O. Box 735633, Chicago, IL 60673-5633
P: (847) 259-4700 | F: (847) 259-9434

This is an attempt to collect a debt by a debt collector. Any information obtained will be used for that purpose.

This transmittal may contain confidential information belonging to the sender which is legally privileged and/or exempt from disclosure. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents is strictly prohibited. If you received this transmittal in error, please call the sender immediately to arrange for the return of this letter.