

ATP SALES & SERVICES SDN BHD

CO. NO.: 201801013693 TIN NO.: C25450991060 SST NO.: J31-2507-32000110
142A, JALAN LAYANG 16, TAMAN PERLING,
81200 JOHOR BAHRU, MALAYSIA.
Tel: 018-7864855 email: info@atgroup.com.my

October 23, 2025

TOSHIBA TEC MALAYSIA SDN. BHD.

NO. 5, JALAN MUTIARA EMAS 2/4,
TAMAN MOUNT AUSTIN,
81100 JOHOR BAHRU,
JOHOR DARUL TAKZIM.
Tel: 072880033 Fax:

Debtor Code : 3000-T0043

Dear Sir,

RE: Reminder to Overdue Account (Balance of MYR 392.00)

An examination of our records indicates that the following amounts are due from your company :

Date	Type	Document No	Terms	Agent	Amount	Due Date	Outstanding
16/6/2025	INV	MR2506.0013	35 DAYS	Y001	44.00	21/7/2025	44.00
16/6/2025	INV	MR2506.0014	35 DAYS	Y001	44.00	21/7/2025	44.00
16/6/2025	INV	MR2506.0015	35 DAYS	Y001	88.00	21/7/2025	88.00
16/6/2025	INV	MR2506.0016	35 DAYS	Y001	4.00	21/7/2025	4.00
17/8/2025	INV	MR2508.0014	35 DAYS	Y001	28.00	21/9/2025	28.00
17/8/2025	INV	MR2508.0015	35 DAYS	Y001	32.00	21/9/2025	32.00
17/8/2025	INV	MR2508.0016	35 DAYS	Y001	152.00	21/9/2025	152.00
Total :							392.00

If the above listed items are in order. We would appreciate receiving your cheque immediately so that your account be brought up to date.

Your service will be subjected to temporary interruption if full payment is not received by after 7 days from the notice date. For unlock the copier service may take 3 working day from the date payment received.

Should you feel that there is a reason why these items cannot be paid , kindly inform us of this.

Yours faithfully,

ATP SALES & SERVICES SDN BHD

PS. This is a computer generated reminder and no signature is required