

# **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

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**October 23, 2025**

**TADIKA SRI CINTA**

NO 16A, JALAN KENCANA 1A/1,  
TAMAN PURA KENCANA,  
83000 SRI GADING BATU PAHAT,  
JOHOR

Tel: Fax:

Debtor Code : 3000-T0030

Dear Sir,

**RE: Reminder to Overdue Account (Balance of MYR 928.15)**

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
30/4/2025	INV	MR2504.1065	35 DAYS	H001	194.40	4/6/2025	194.40
31/5/2025	INV	MR2505.0768	35 DAYS	H001	168.83	5/7/2025	168.83
30/6/2025	INV	MR2506.1111	35 DAYS	H001	161.33	4/8/2025	161.33
31/7/2025	INV	MR2507.1056	35 DAYS	H001	169.91	4/9/2025	169.91
30/8/2025	INV	MR2508.0793	35 DAYS	H001	233.68	4/10/2025	233.68
<b>Total :</b>							<b>928.15</b>

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