

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

SME WOOD SDN BHD

NO 17, JALAN EKOPERNIAGAAN 1/14,
TAMAN EKOPERNIAGAAN,
81100 JOHOR BAHRU, JOHOR

Tel: 075584300 Fax:

Debtor Code : 3000-S0064

Dear Sir,

RE: Reminder to Overdue Account (Balance of MYR 218.96)

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
31/5/2025	INV	MR2505.1027	90 DAYS	B001	116.03	29/8/2025	116.03
30/6/2025	INV	MR2506.0771	90 DAYS	B001	102.93	28/9/2025	102.93
Total :							218.96

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