ATP SALES & SERVICES SDN BHD

October 23, 2025

IRFA CONSULT SDN BHD
18-02, JALAN PERJIRANAN 2,
BANDAR DATO ONN,
81100 JOHOR BAHRU, JOHOR

Tel: Fax:

Debtor Code :   3000-I0007

Dear Sir,

RE: Reminder to Overdue Account (Balance of MYR 8,322.66)

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
29/8/2024	INV	MR2408.0610	35 DAYS	G002	942.57	3/10/2024	942.57
27/9/2024	INV	MR2409.0542	35 DAYS	G002	1,001.42	1/11/2024	1,001.42
30/10/2024	INV	MR2410.0677	35 DAYS	G002	887.96	4/12/2024	887.96
30/11/2024	INV	MR2411.0730	35 DAYS	G002	1,020.70	4/1/2025	1,020.70
28/12/2024	INV	MR2412.0625	35 DAYS	G002	1,064.44	1/2/2025	1,064.44
27/1/2025	INV	MR2501.0704	35 DAYS	G002	511.76	3/3/2025	511.76
27/2/2025	INV	MR2502.0696	35 DAYS	G002	822.73	3/4/2025	822.73
29/3/2025	INV	MR2503.1163	35 DAYS	G002	445.48	3/5/2025	445.48
30/4/2025	INV	MR2504.1064	35 DAYS	G002	320.00	4/6/2025	320.00
31/5/2025	INV	MR2505.1084	35 DAYS	G002	320.00	5/7/2025	320.00
30/6/2025	INV	MR2506.0726	35 DAYS	G002	320.00	4/8/2025	320.00
31/7/2025	INV	MR2507.0840	35 DAYS	G002	320.00	4/9/2025	320.00
27/8/2025	INV	MR2508.0355	35 DAYS	G002	345.60	1/10/2025	345.60
					Total :		**8,322.66**

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