

# **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**

**ASN SETIA CETAK SDN. BHD.**

80514 BLOCK B EKO GALLERIA,  
JALAN EKO BOTANI 3,  
TAMAN EKO BOTANI,  
79100 ISKANDAR PUTERI, JOHOR.  
Tel: 6072898500 Fax:

Debtor Code : 3000-A0161

Dear Sir,

**RE: Reminder to Overdue Account (Balance of MYR 3,375.31)**

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
29/3/2025	INV	MR2503.1148	30 DAYS	S001	655.29	28/4/2025	655.29
28/4/2025	INV	MR2504.0522	30 DAYS	S001	83.52	28/5/2025	83.52
23/5/2025	INV	MR2505.0353	30 DAYS	S001	776.80	22/6/2025	776.80
20/6/2025	INV	MR2506.0201	30 DAYS	S001	349.02	20/7/2025	349.02
24/7/2025	INV	MR2507.0361	30 DAYS	S001	419.15	23/8/2025	419.15
31/8/2025	INV	MR2508.1208	30 DAYS	S001	1,091.53	30/9/2025	1,091.53
						<b>Total :</b>	<b><u>3,375.31</u></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