

# 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**

**KNAUF INSULATION SDN. BHD.**

4, JALAN NIBONG, PLO 76,  
81700 PASIR GUDANG,  
Johor.

Tel: 019-7710643    Fax:

Debtor Code : 3000-K0013

Dear Sir,

**RE: Reminder to Overdue Account (Balance of MYR 6,093.27)**

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
28/3/2025	INV	MR2503.1069	35 DAYS	L001	446.61	2/5/2025	446.61
28/4/2025	J	DD2504.0008		L001	500.00	28/4/2025	500.00
30/4/2025	INV	MR2504.0938	35 DAYS	L001	458.23	4/6/2025	458.23
31/5/2025	INV	MR2505.0827	35 DAYS	L001	324.03	5/7/2025	324.03
30/6/2025	INV	MR2506.1155	35 DAYS	L001	455.49	4/8/2025	455.49
24/7/2025	INV	MR2507.0320	35 DAYS	L001	297.19	28/8/2025	297.19
20/8/2025	INV	MR2508.0186	30 DAYS	K002	1,674.00	19/9/2025	1,078.48
27/8/2025	INV	MR2508.0378	35 DAYS	L001	427.72	1/10/2025	427.72
27/8/2025	INV	MR2508.0424	30 DAYS	K002	431.52	26/9/2025	431.52
20/9/2025	INV	MR2509.0177	30 DAYS	K002	1,674.00	20/10/2025	1,674.00
<b>Total :</b>							<b><u>6,093.27</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