

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

EMPAYAR EZDHART SERVICE

LOT 1-01, ARKED MERANTI,
UTM SKUDAI,
81030 SKUDAI JOHOR BAHRU JOHOR.

Tel: Fax:

Debtor Code : 3000-E0030

Dear Sir,

RE: Reminder to Overdue Account (Balance of MYR 8,700.83)

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
31/10/2023	INV	MR2310.546		N001	1,054.52	31/10/2023	981.01
31/10/2023	INV	MR2310.557		N001	708.08	31/10/2023	708.08
22/11/2023	INV	MR2311.183		N001	497.13	22/11/2023	497.13
22/11/2023	INV	MR2311.184		N001	447.53	22/11/2023	447.53
31/12/2023	INV	MR2312.725		N001	962.97	31/12/2023	962.97
31/12/2023	INV	MR2312.732		N001	676.10	31/12/2023	676.10
31/1/2024	INV	MR2401.623		N001	900.92	31/1/2024	900.92
31/1/2024	INV	MR2401.634		N001	1,327.57	31/1/2024	1,327.57
28/2/2024	INV	MR2402.519		N001	319.75	28/2/2024	319.75
29/2/2024	INV	MR2402.646		N001	679.77	29/2/2024	679.77
31/3/2024	INV	MR2403.996		N001	150.00	31/3/2024	150.00
31/3/2024	INV	MR2403.997		N001	150.00	31/3/2024	150.00
29/4/2024	INV	MR2404.0444		N001	150.00	29/4/2024	150.00
29/4/2024	INV	MR2404.0456		N001	150.00	29/4/2024	150.00
31/5/2024	INV	MR2405.1027	35 DAYS	N001	150.00	5/7/2024	150.00
31/5/2024	INV	MR2405.1028	35 DAYS	N001	150.00	5/7/2024	150.00
30/6/2024	INV	MR2406.1022	35 DAYS	N001	150.00	4/8/2024	150.00
30/6/2024	INV	MR2406.1023	35 DAYS	N001	150.00	4/8/2024	150.00
						Total :	8,700.83

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.

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Yours faithfully,

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PS. This is a computer generated reminder and no signature is required