

# 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

## MICROVIT SDN BHD

NO.33, JALAN MEGA 1/4,  
TAMAN PERINDUSTRIAN NUSA CEMERLANG,  
81550 GELANG PATAH,  
JOHOR

Tel: 0167718777    Fax:

Debtor Code : 3000-M0015

Dear Sir,

## RE: Reminder to Overdue Account (Balance of MYR 11,715.50)

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
16/6/2025	INV	ATP-INV25/0597	30 DAYS	Y001	11,500.00	16/7/2025	11,500.00
30/8/2025	INV	MR2508.1000	30 DAYS	K002	130.99	29/9/2025	130.99
30/8/2025	INV	MR2508.1001	30 DAYS	K002	84.51	29/9/2025	84.51
Total :							<u><u>11,715.50</u></u>

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