

REQUEST FOR CANCELLATION AND CHANGE OF BILLING OF PEPE Y POLLO

Good day to Jessy,

I am writing to you with the request to make some important changes to our policies.

First of all, I require your assistance for the cancellation of work order number 2815012 of the insurance company ABA by Contoso that belongs to Ma de Lourdes López Vázquez with the DD41110164 10.

In addition, we must change the invoice in the name of PEPE Y POLLO for future transactions. Previously, the invoice was in the name of JOSE DE JESUS VILLAGRANA CAMARENA, but it must be replaced. The information for the new invoice is as follows:

Invoice to: TRANSPORTES PEPE Y POLLO SA DE CV
C.P: 47197
Address: RUBEN PLACCENCIA 6, ARANDAS, JALISCO
RFC: TPP171107KH8
Fiscal Regime: GENERAL LEGAL ENTITIES

Apart from this, I want you to help me quote an endorsement for partial theft on the line I provided you above.

Please make these changes as soon as possible. Your help in this matter is greatly appreciated.

Thank you in advance for your attention and cooperation.

Kind regards
[Your Name]