

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Mr Ian Jenkins  
Reading Enterprise Centre  
Earley  
Reading  
RG6 6BU

Your Ref: 2135458889

Dear Mr Jenkins,

Please find enclosed a check to the value of £120.87 as payment towards the remaining balance. I will contact you next month regarding settling the final amount.

Yours sincerely

[REDACTED]