

**PROPOSAL FORM FOR INITIATING LEGAL ACTION**

**FORM - A - CUSTOMER RECEIVABLES**

**ISLAMIC HYPOCHLORITE COMPANY**

**Details of Defendant**

Name:	Multipack Industries		
Constituion: (OPC, WLL, QSC etc.)	Company		
Reg No (CR No.):	84949		
Name of Owner:	Khalid Mohamed A Al-Kubaisi	ID No:	26363400699
Address:	New Industrial Area, Building-29, Zone-81, Street 5		
Contact Person:	Mohammed	ID No:	
Contact No & Email Id:	974 6610 2002	<a href="mailto:accounts@multipack.qa">accounts@multipack.qa</a>	

**Incase of Gulf United Real Estate**

Name of Tenant:	ID No:
Compound / Villa Name:	Passport No:
Lease Period Validity:	Balance Period:
Address:	
Contact No & Email Id:	

Nature of Business Transaction	Manufacturing & Trading		
Associated Since (Month / Year)	Jan-21		
Value of Business over last 3 years	985,855		

Balance Outstanding (QAR)		86,457.50					
Age Group	0-30	31-60	61-90	91-120	121-150	151-360	Over 360 days
Outstanding	25,500.00	42,957.50	18,000.00		-	-	-

**Amount under Dispute / Litigation (QAR)**

Overdue Amount	18,000
Amount not due	68,458
Total Exposure	86,458

NOTE: Statement of Account or list of pending invoices attached as annexure

**Details of Cheque Returns (Cheque Dishonor) (Pls provide a separate sheet, if required)**

Cheque No.	Cheque Date	Cheque Amount	Bank Name	Deposit Date	Return Date	Reason for Dishonor

**Details of Dispute / Litigation or Reasons for non payment of Outstanding Amount**

Multipack is our regular customer for PS Sheets who usually makes timely payments. QR. 18,000 is overdue basis 60days payment term, however we have enhanced the credit days to 90 days in March '24. Since customer's authorized signatory is travelling the overdue amount cheque is pending, they are seeking time till April '24 end, we request management to hold any legal proceedings and continue sales subject to credit limit availability till such time.

**Actions taken so far for Recovery**

Followed up by phone calls and emails & stopped credit sales.

<i>Par E. 2024</i> Asst. Manager - Finance	<i>X/2024/24</i> Commercial Manager	General Manager
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# Pls sign above with date

**Unit / General Manager Recommendation**

Authorized Signatory approval for servicing notice	Yes	No	Signature
Pls tick.			
If NO,			
Remarks from Authorized Signatory			