

PROPOSAL FORM FOR INITIATING LEGAL ACTION

FORM - A - CUSTOMER RECEIVABLES

DANDY COMPANY LTD

901868A0001516	12/06/2023	60	Not Due	1,200		1,200	
901868A0001527	13/06/2023	60	Not Due	990		990	
901868A0001555	17/06/2023	60	Not Due	1,440		1,440	
901868A0001601	22/06/2023	60	Not Due	600		600	
901868A0001632	26/06/2023	60	Not Due	1,002		1,002	
901868A0001653	29/06/2023	60	Not Due	360		360	
901868A0001679	03/07/2023	60	Not Due	900		900	
901868A0001704	06/07/2023	60	Not Due	1,230		1,230	
901868A0001705	06/07/2023	60	Not Due	360		360	
901868A0001731	10/07/2023	60	Not Due	900		900	
901868A0001754	13/07/2023	60	Not Due	1,200		1,200	
901868A0001776	16/07/2023	60	Not Due	900		900	
901868A0001801	19/07/2023	60	Not Due	702		702	
901868A0001815	20/07/2023	60	Not Due	1,848		1,848	
Total				62,058		62,058	

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

Customer is already blocked, we are continuously following up with the customer for recovery. Customer has shared an instruction copy given by them to bank dated 30 July 2023 to book a loan and remit fund to Dandy which is still under progress. Fund is not yet credited to Dandy account.

Considering lead time, cost and efforts for filing legal case, we suggest to hold the legal action for around further 15 days.

Actions taken so far for Recovery (To be Filled by Sales Manager)

Customer has already sent the payment confirmation along with transfer request. According to the customer, it will be reflected in account within 3 days.

Sales Manager:

Shashin

Shashin Juthani

Finance Manager

[Signature]

General Manager

[Signature]

Authorized signatory approval for servicing notice

Yes

No

Pls tick.

signature

If NO,

Remarks from Authorized signatory

For Legal Advisor Use Only

Proposal Received Date

Notice Service On

Recovery after Notice

Yes

No

Recommendation to proceed Legally - Pls tick (✓)

Yes

No

Type of Case Recommended - Pls tick (✓)

Criminal

Civil

Estimated Cost of Legal Action

Estimated Time lines

Action Plan Recommended (including recommendation on alternative available)

Postponed the legal action for 2 week as suggest by the mngt.

Legal Advisor

[Signature]
14.8.2023

General Manager

Pls sign above with date

Approved by Authorised signatory