

PROPOSAL FORM FOR INITIATING LEGAL ACTION							
FORM - A - CUSTOMER RECEIVABLES							
ISLAMIC HYPOCHLORITE COMPANY							
Details of Defendantnt							
Name:	SEMA WATER FOR DRINKING WATER						
Constitution: (OPC, WLL, QSC etc.)	COMPANY						
Reg No (CR No.):	154978						
Name of Owner:	NAJAT ABDULQAWI A A AL YAFEI				ID No: 27163402646		
Address:	ST NO.36 GATE NO. 63, NEW INDUSTRIAL AREA DOHA QATAR						
Contact Person:	SAFWEN HAMOUDA						
Contact No & Email Id:	55051195			gm@wataniyawater.com			
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	Water Factory						
Associated Since (Month / Year)	Nov-22						
Value of Business over last 3 years	834,849						
Balance Outstanding (QAR)	144,094						
Age Group	0-30	31-60	61-90	91-120	121-150	151-360	Over 360 days
Outstanding	24,584	60,046	28,300	31,164	-	-	-
Amount under Dispute / Litigation (QAR)							
Overdue Amount	31,164						
Amount not due	112,930						
Total Exposure	144,094						
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							
Sema Factory is our regular customer for water preforms, has an outstanding balance of Qr 62,328 as of 31st January 2025 ageing report. The customer has paid Qr. 31,164 on 8th Feb 2025 & provided a post-dated cheque (PDC) of Qr. 31,164 balance amount dated 28th February 2025 to settle the overdue amount.							
Actions taken so far for Recovery							
Followed up by phone calls, emails, visited customer factory & stopped sales.							
Unit / General Manager Recommendation							
We request management to hold legal proceedings till 05th March 2025 and continue sales subject to credit limit availability till such time.							
 Asst. Manager - Finance		 Sr. Commercial Manager		 General Manager			
# Pls sign above with date							
Authorized Signatory approval for servicing notice		Yes		No		Signature	
Pls tick.							
If NO,		Remarks from Authorized Signatory					