


To whom it may concerned;

This is the letter to convey my apology for the check bounce that was been issued to the supplier. First of all, I should regret for my behavior and I regret for it in a very precise manner. The check I have been provided as the final settlement for the payment has bounced since there is no enough funds in the account. The reason for that situation is at that instance of time I could not able to maintain the balance.


APRIL ROSE A. BODIGON.
ACCOUNTS PAYABLE CLERK