Dowpayments from NEW clients

From: Veronica Yu < veronica.yu@fumaco.local>

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Subject: Dowpayments from NEW clients

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Dear everyone,

Please be informed that Management has issued a new rule regarding the downpayme nts from NEW clients.

Effective immediately, all checque payments representing downpayments need to be <u>cl</u> <u>eared</u>, before production will start. This shall be strictly implemented for ALL new clients , and all existing clients who have a history of bouncing checques.

Everyone is advised to inform your respective clients, as NO exceptions shall be entert ained regarding this matter.

For your guidance and strict compliance.

Regards, Nica Yu