

The Co-operative Bank of Kenya Limited

Co-operative Bank House

Haile Selassie Avenue

P.O. Box 48231-00100 GPO, Nairobi

Tel: (020) 3276100

Fax: (020) 2227747/2219831

Website: www.co-opbank.co.ke

**''Without Prejudice''**

Our Ref: DEMAND1/00011056/CMDR08/19-Aug-2019

19-Aug-2019

KONGONI SACCO LTD

P.O. BOX 18243 NAIROBI-00500

Dear Sir/Madam

**RE: OUTSTANDING LIABILITIES A/C NO. 011000005\*\*\*\*\* - KONGONI SACCO LTD**

We write to notify you that your account/s is currently in arrears/overdrawn. Kindly note that your current balance is as indicated below and it continues to accrue interest until payment is made in full.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Account Number | Total Outstanding Amount | Interest Arrears | Principal Arrears | Total Arrears | Total Outstanding |
|  |  |  |  |  |  |  |

The purpose of this letter therefore is to DEMAND immediate payment for the amount in arrears. Kindly ensure that the same is paid within fourteen days (14) from the date hereof.

In the event that you require any clarification or information, you may contact the undersigned on Telephone number 0203276000/ 0711049000/0732106000.

Yours Faithfully,

BRANCH MANAGER

ENTERPRISE ROAD BRANCH

*This letter is electronically generated and is valid without a signature*