Janice Smith

224 N. Edwards Lane

Bloomington, IN 47401

Jan-31-2015

Dear Ms. Smith:

Your purchase on Nov-15-2014 for an amount $169.21 was due on Jan-14-2015 and is now 17 days late. We expect your payment within the next week.

Sincerely,

Chris Albright, Manager

Albright Collection Agency