

**B.T.W. Dive Service**  
2828 Cochran St #121  
Simi Valley CA, 93065



## **Below The Waterline Diving Service**

(P)310.918.5631

info@btwdive.com

www.btwdive.com



Dear Don,

**A Payment Reminder Notice has been sent every week for a month. We have not received full payment for our services in 10 weeks. We must insist that you contact us immediately to resolve this matter. If you need a payment plan, we can help, but if we have not heard from you within 7 days of this second notice, we will be forced to use alternate means to collect.**

### **Payment Reminder Notice 5.**

Customer Name : Don Beck  
Slip #: 113

This is a friendly reminder that your Outstanding Balance of \$1,492.20 is over 10 weeks past due. As a small business, it's difficult for us to carry balances and then spend time collecting. Please remember your payment is due on receipt of the invoice. We have, in good faith, continued service on your boats, without payment for the prior service, but we cannot further extend anymore work.

Please reply with your payment intentions to [info@btwdive.com](mailto:info@btwdive.com). There is a credit card PayPal link on our website <http://btwdive.com/online-pay.html> - (No PayPal account necessary). We also accept major credit cards over the phone, if needed; we can keep the card info on file and bill monthly to avoid any disruptions.

Ian Roberts  
Owner  
B.T.W. Dive Service  
310.918.5631