

Jim Adams 4415 Foreman Ave Toluca Lake,CA 91602

#### Dear Jim,

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: Jim Adams

Slip #: 104

Boat Name: Mdr Impatience Unpaid Invoice(s): 40062,40549

This is a reminder that your Outstanding Balance of \$390.87 is over 10 weeks past due.

As a small business, it's difficult to carry balances and spend time collecting. We have, in good faith, continued service on your boat, without payment for the prior service, but we need full payment to continue further work.

Please reply with your intentions to <a href="info@btwdive.com">info@btwdive.com</a>. There is a credit card PayPal link on our website <a href="http://btwdive.com/online-pay.html">http://btwdive.com/online-pay.html</a> - (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.

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



**Bill Bourque** 250 San Jose Rd # 60 Palm Springs,CA 92264

## Payment Reminder Notice 3.

Customer Name: Bill Bourque

Slip #: 1122

Boat Name: Mdr Grand Mariner Unpaid Invoice(s): 40168,40541

Dear Customer,

This is a friendly reminder that your Outstanding Balance of \$181.80 is over 6 weeks past due.

As a small business, it's difficult to carry balances and spend time collecting. We have, in good faith, continued service on your boat, without payment for the prior service, but we need full payment to continue further work.

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



Harvey Wilson Vcd20 2651 Seahorse Ave Ventura, CA 93001

## Payment Reminder Notice 2.

Customer Name: Harvey Wilson Vcd20

Slip #: 2651 Seahorse Ave Boat Name: V/H Windraven 2 Unpaid Invoice(s): 40225,40726

Dear Customer,

This is a friendly reminder that your Outstanding Balance of \$144.00 is over 6 weeks past due.

As a small business, it's difficult to carry balances and spend time collecting. We have, in good faith, continued service on your boat, without payment for the prior service, but we need full payment to continue further work.

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



Michael Perea 313 Mildred Ave #9 Venice,CA 90291

## Payment Reminder Notice 2.

Customer Name: Michael Perea

Slip #: 1903

Boat Name: Mdr Kohola

Unpaid Invoice(s): 40204,40607

Dear Customer,

This is a friendly reminder that your Outstanding Balance of \$100.00 is over 6 weeks past due.

As a small business, it's difficult to carry balances and spend time collecting. We have, in good faith, continued service on your boat, without payment for the prior service, but we need full payment to continue further work.

Please reply with your intentions to <u>info@btwdive.com</u>. There is a credit card PayPal link on our website <a href="http://btwdive.com/online-pay.html">http://btwdive.com/online-pay.html</a> - (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.

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



Harvey Wilson Vcd20 2651 Seahorse Avenue Ventura, CA 93001

# **Payment Reminder Notice 2.**

Customer Name: Harvey Wilson Vcd20

Slip #: 2651 Seahorse Ave Boat Name: V/H Fastram

Unpaid Invoice(s): 40220,40722

Dear Customer,

This is a friendly reminder that your Outstanding Balance of \$35.50 is over 6 weeks past due.

As a small business, it's difficult to carry balances and spend time collecting. We have, in good faith, continued service on your boat, without payment for the prior service, but we need full payment to continue further work.

Please reply with your intentions to <u>info@btwdive.com</u>. There is a credit card PayPal link on our website <a href="http://btwdive.com/online-pay.html">http://btwdive.com/online-pay.html</a> - (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.

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