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To
Max Mustermann
Street 25
Dresden

Payment Request – Due by June 28, 2025

Dear Mr. Mustermann,
we kindly inform you that an outstanding amount must be settled by June 28, 2025.
Please find the invoice and relevant payment details enclosed with this letter.

To ensure uninterrupted services and avoid any additional charges, we ask you to transfer the due amount within the specified time frame. If the payment has already been made, please consider this letter as irrelevant.

Should you have any questions or require assistance, feel free to contact us.

Thank you for your attention.

With kind regards,
Your AOK Service Team