

June 30, 2017

Accounts Payable Top Flight Client 123 Main Street Anytown, CA 10001

This demand is being made by the below named creditor and is to advise you that you have 10 days to pay our client or your account will be placed with our firm for collection. You have 10 days to pay our client the full amount of the below balance. If you have not paid within 10 days, we will assume control of your account, and you may be liable for additional collection fees. This demand expires July 10th, 2017.

ABC National 123 Main Street Somewhere, NY 10001 Placed By: John Smith

Invoices: 4/1/17 to 5/1/17

Balance: \$4500

Charges:

Total Due: \$4500

Sincerely,

Mark Doe Mesa Revenue Partners

Cc: John Smith