

«Company»
100 Main Street100 Main Street
100 Main Street
Suite 14-BSuite 14-B
Suite 14-B
Anytown, U.S.A. 07945Anytown, U.S.A. 07945
Anytown, U.S.A. 07945

«CPhone»

4/20/21

Marvin Acme
Marvin Acme
Marvin AcmeMarvin AcmeAcme Sales, Inc.Acme Sales, Inc.
Acme Sales, Inc.
Acme Sales, Inc.
Acme Sales, Inc.100 Main Street
100 Main Street
100 Main StreetAdd2
Add2
Add2

Toontown
ToontownUSA
Toontown, USA «ZIP1»

Dear MarvMarvMarvin AcmeMarvin AcmeAcme Sales, Inc.Acme
Sales, Inc.Acme Sales, Inc.Marvin AcmeMarv:

Your bank has returned your check, number Acme Sales, Inc.not

available, for \$Acme Sales, Inc.not available to us. The bank indicated that your account doesn't have sufficient funds to pay the check.

In order for you to keep your account with us in good standing, it's important that you make payment within 3 days. We ask that you use the enclosed envelope to make your payment., and we ask that you make your payment using a certified check, money order or cashier's check. (If the overdraft occurred because of a bank error, please simply send a replacement check.)

If you're unable to make a full payment or if you have questions about the returned check, please call immediately. We will work with you, if need be, to find a solution that allows you to keep your good credit standing with us.

Sincerely,