

Date

Address

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RE: Account #17375

Dear Photographer:

The following C.O.D. has been returned to us unclaimed, Invoice #280181 for **\$102.29**.

For this order to be released, I must have a certified check or money order totaling **\$102.29**. When we receive your check, the order will be shipped U.P.S.

If we receive no acknowledgement within 30 days, the assumption will be made that the order is not wanted and will be destroyed.

Thanking you in advance for your cooperation.

Your Name

Credit Manager