



The Stevens-Lloyd Group, Inc.
"First In Collections Worldwide"

9420 East Golf Links Road, #122 Tucson, Arizona 85730-1317
Toll Free (888) 882-2282 Fax (520) 546-1375 Main (520) 722-6860
www.stevenslloydgroup.com - Fully Bonded – License #0905134

John Doe
Sample Company
3715 Sample Street
Tucson, AZ 85719

RE: Sample Building Restoration
Amount owed: \$8,526.86.

Dear Mr. Doe:

Please be advised that your company has an outstanding amount owed Sample Building Restoration of \$8,526.86.

In order to avoid additional interest and collection costs being added to the balance, it is urgent that you forward your check DIRECTLY TO MY OFFICE IMMEDIATELY.

Kindly contact me at 888-882-2282 or 520-722-6860 as soon as you receive this letter.

Sincerely,
The Stevens-Lloyd Group, Inc.

Raymond Lloyd – senior officer

Cc: TM Building Restoration