

August 13 2024

**EAC Construction & Hardware Supply
Brgy 98 Camansihay, Tacloban City, Leyte**

**Dear Charlie Terrado,
RE:Final Demand Letter for Payment**

Good Day!

This letter serves as a formal and final demand for payment of the outstanding amount of **Php131,450** , which has been due and bounced check since April 23,2024. Despite previous reminders and requests for payment, this amount remains unpaid.

Please remit payment in full from the date of this letter, to avoid further action. Payment can be made via Dated Check and Bank Transfer to the following:

**Bank Name : BDO
Account Name : TOP ARMADA CEMENT CORPORATION
Account Number : 0049-5803-6831**

**Bank Name : Chinabank
Account Name : TOP ARMADA CEMENT CORPORATION
Account Number : 1112-0000-4066**

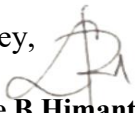
Please note that we do not accepts cash payment

Failure to pay the outstanding amount by the deadline will leave us with no alternative but to initiate legal proceedings to recover the debt. Should this become necessary, please be advised that you may also be liable for any additional costs, interest, and attorney's fees incurred as a result of such action.

This letter serves as a final notice and an opportunity to resolve this matter amicably. I urge you to take this final step to settle your account and avoid further escalation.

Should you have any questions or require additional information, please do not hesitate to contact me at 0994 327 8804.

Sincerley,



**Darlene B.Himantog
Late Collection Officer**





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