



09 August 2019

Dear *Mr Scragg*

Further to our recent company audit, I have been advised that there is an outstanding balance on your customer account. Firstly, please do accept my apologies for what appears to be an oversight on our part and secondly, for the time taken to identify the issue.

If I could ask you to review your records and should you come across this payment, please do advise on the date and method of settlement to enable me to investigate the matter further.

I have attached a statement of your account for reference along with a copy of the invoice. I'll be happy to offer any further assistance, should this be needed.

With thanks & kind regards

Jacqueline Jepson  
*Associate Director*

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Rue des Pres Trading Estate, St Saviour, Jersey, JE2 7QN

## Statements

### From

C P Interiors  
Rue des Pres Trading Estate  
St Saviour Jersey  
JE2 7QN  
01534 768141  
admin@cpinteriors.je

**From Date :** 01-01-2017

**To Date :** 31-12-2018

### To

Mr. Michael Scragg  
Almar House La Rue de l'Eglise  
St. John Jersey  
JE3 4BA  
07797712072

**Acc. Ref** SCRA1001

**Today** 09-08-2019

Invoice Date	Invoice No	Ref. Number	Invoice Amount	Paid	Outstanding Amount
22-12-2017	4387	SO6143	£ 3,387.30	£ 1,517.00	£ 1,870.30
<b>Total</b>					<b>£ 1,870.30</b>