

May 13, 2008

Contact Name or Accounts Payable
ABC Company
1234 Front Street
Anywhere, CA 92845

RE: 10-Day Demand for Payment

Dear Contact:

This is to advise you that your account with our client, YOUR COMPANY, has become seriously past due and will be placed with our firm for collection. Unless payment in full, as indicated below, is paid to our client, IRG will assume control of your account. In addition, you may also be liable for collection fees per your agreement with our client. This demand expires on May 23rd 2005.

Account: Client Name
Elitent Address
Client City, State, & Zip

Principle Balance: \$8,765.47

Interest and Fees:

Balance Due: \$8,765.47

Sincerely,

Charlie Murphy
International Recovery Group

cc: Client Name

This is an attempt to collect a debt. Any information obtained will be used for that purpose.