

We have contacted you previously regarding the outstanding balance of \$ ____ due our office, but have yet to receive payment or hear from you regarding a plan to settle the balance owed.

We can not provide further service to you until this balance is paid in full.

We provided services to you in good faith and with the full expectation that you would pay for them.

This is the final notice you will receive from this office. Please send payment to our office within 14 days or call our office to discuss payment arrangements. If you fail to make payment within 14 days, your file may be subject to further collection action.

Thank you for your prompt attention to this matter.