



07065101 | 00876
 CULINARY CONCEPTS LIMITED
 483 GREEN LN
 PALMERS GREEN
 LONDON
 N13 4BS

Date: 9 July 2019
Ref: 422032207

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F.A.O: Financial Controller

Notice of impending Litigation

Dear Sir / Madam

Outstanding Balance: £26.71

We refer to our previous reminder in respect of this matter. The above amount remains outstanding and your account facilities have now been withdrawn and your account(s) placed on credit stop.

This letter is being sent to you in accordance with the Practice Direction on Pre-Action Conduct (the PDPAC) contained in the Civil Procedure Rules (CPR). In particular, we refer you to paragraph 4 of the PDPAC concerning the court's powers to impose sanctions for failing to comply with its provisions.

We are now giving you formal notice of our intention to commence legal proceedings for the recovery of the sums owing in respect of services performed for you under the following invoice numbers (which you have previously been provided with):

<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Invoice Value</u>	<u>Invoice Balance</u>	<u>Due Date</u>	<u>Query</u>
07/06/2019	AVI7103544	26.71	26.71	14/06/2019	
Account Balance			26.71		

The sum of **£26.71** plus interest (the **Debt**) is now owing. The Debt is payable immediately and does not include costs. Interest continues to accrue at the statutory rate - at present we are not demanding payment of this but reserve the right to do so in the future if payment is not immediately made.

We are aware of no queries in relation to the Debt and therefore consider that this matter is not suitable for any form of Alternative Dispute Resolution. Please let us know if you disagree.

Kindly either (a) make full settlement of the Debt by immediate payment to the bank account details stated on the invoice; or (b) respond to this letter in full within 14 days of its date or, if this is not possible, acknowledge receipt of this letter immediately and provide a full response within 21 days of its date.

Failing to do this or, ignoring this letter, will result in the commencement of legal proceedings against you (without further reference to you should that prove necessary) for recovery of the Debt plus interests and costs, and may increase your liability for costs.

Yours faithfully
Customer Accounting Department

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