



[FREE] Past-Due Account for Well Known Customers That Typically Pay as Agreed

With the help of this ready-to-use, free collection letter, you can remind devoted customers for immediate full payment

Letter Template for Past-Due Account of Well Known Customers

LETTER TEMPLATE



Robert Shultz

Founder,
Quote to Cash Solutions LLC



Letter Template

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Title: Past-Due Account for Well Known Customers That Typically Pay as Agreed

Re: \$ Past Due

Attention:

Accounts Payable Supervisor

Dear:

I think you would agree that it is to our mutual advantage to keep your account current with us. Our records indicate the following invoices are seriously past due.

Please review your files and process the payment as soon as possible. If needed, you can reach me at (XXX) XXX-XXXX.

Sincerely,

Collection Specialist

Attachments

cc: Sales Representative

Set for follow-up in ten days



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What do we offer?

- Full Payment Reminder Letter for Overdue Receivables to Loyal Customers
- Letter for Immediate Action to the Customer's A/P Manager
- How to Improve the Overall DSO of the Organization

RECOMMENDATIONS

Handling Deceptive Customers in Negotiation



Robert Shultz

Founder,
Quote to Cash Solutions
(Q2C) LLC

2:00:00

Handling Deceptive Customers
During Collections Call Negotiation

Strategies & Benefits of Win-Win Negotiations



Robert Shultz

Founder,
Quote to Cash Solutions
(Q2C) LLC

2:00:00

Win-Win Collections Call Negotiation:
Strategies & Benefits