

Halifax RLFC  
Shay Stadium  
Halifax  
HX1 2YS



Sundry Income  
Princess Buildings  
Princess Street  
Halifax  
HX1 1TP

**Telephone: 01422 393981**

Date: 02 April 2013

Summary Detail from Invoice: Use of the Shay Stadium from 01-Mar-2013 and 31-Mar-2013

**FINAL DEMAND**

Dear Sir/Madam

Re: Invoice No. IN1230962X Amount outstanding £3,900.00

You appear to have overlooked payment of the above invoice which was despatched to you on 1st March 2013. It is, of course possible that you have paid the invoice in full during the preparation of this letter, in which case please accept my apology and ignore the remainder of this letter.

Unless you make FULL PAYMENT IMMEDIATELY, or contact my Recovery Team on 01422 393981, I intend to refer the debt to a Debt Collection Agency or issue legal proceedings through the County Court which may result in a County Court Judgement (CCJ) being entered against you and any associated costs will be added to your debt.

Please note that even if you pay the sum stated on the invoice after the date of this letter, you may also incur the standard costs and fees on the Claim as legal proceedings may have been issued against you. In these circumstances, any part payment made by you will not be deemed as full and final settlement and any outstanding amounts will be recoverable using the powers of the Debt Collection Agency.

I regret that once any outstanding debt is referred to a Debt Collection Agency, my Recovery Team will then be unable to enter into any arrangement for payment.

You can pay your Miscellaneous Invoice by Debit or Credit card by calling 0845 601 8016 (24 hour service) or (01422) 393981 (Monday - Friday 9.00am to 5.00pm). Please note there will be a surcharge when paying by Credit Card.

Yours faithfully

A handwritten signature in black ink, appearing to read "Yvonne M Kear".

**Yvonne M Kear ALIA, dip, FPC**  
Revenues and Benefits Service Manager



6336 8423 0000 1144 6360