

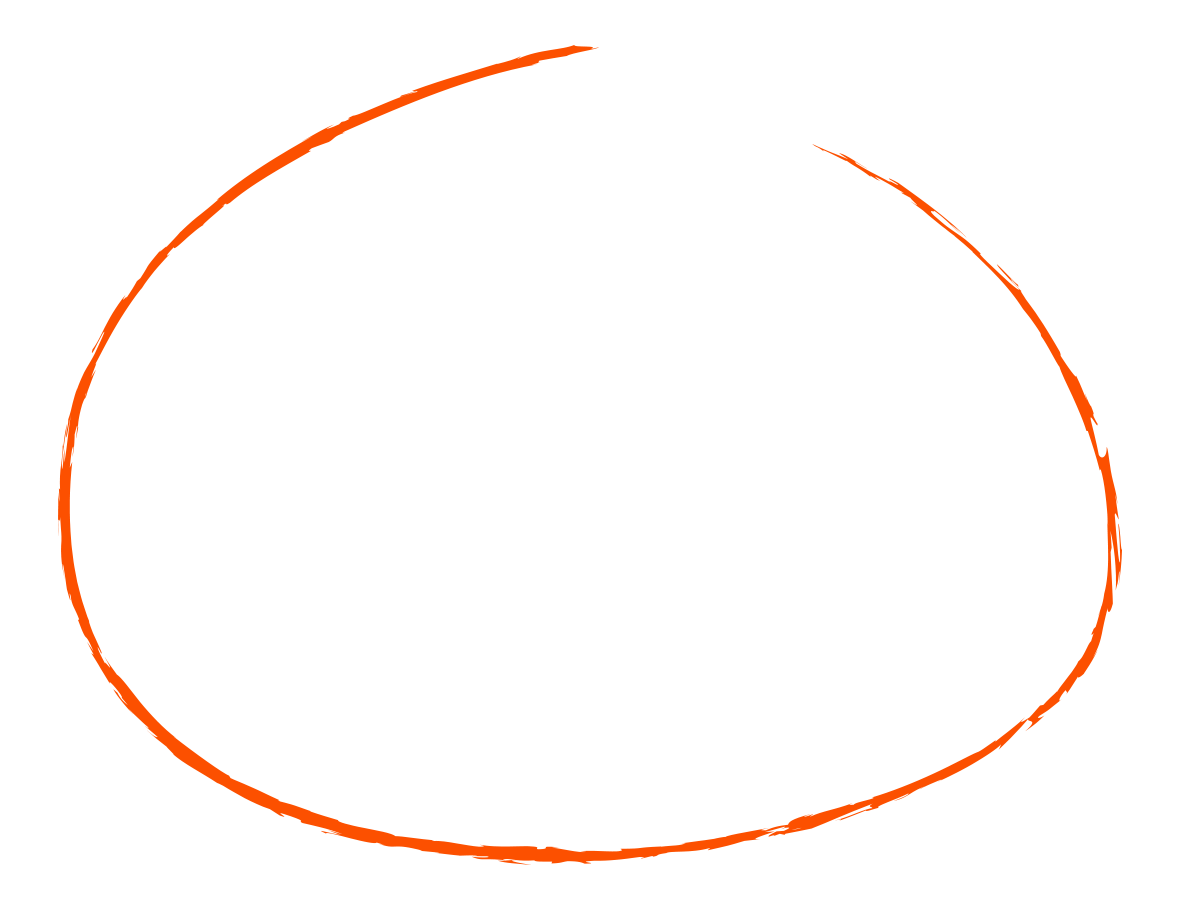
Jean Smith

123 Letsbe Avenue Worcesershire

WC1 123

Payments and Client Charging Team   
Adult Services and Health Directorate   
County Hall, Spetchley Road, Worcester WR5 2NP

Date: xxx   
Email: payadultsocialcare@worcestershire.gov.uk



**URGENT REMINDER  
  
Account status: Investigation pending**

Dear xxx

**Have this information to hand when contacting us or making a payment:**

Our records show that the amount of XXXX for your contribution for your care service is still outstanding and you   
have yet to contact us.

**Press**

**Option 4**

Xxxxx xxx xxx

To avoid further charges, please pay this amount in the next   
14 days.

**Customer Account Number: xxx**

**Invoice Reference:** xxxx 

**Payment Due Date: xxx**

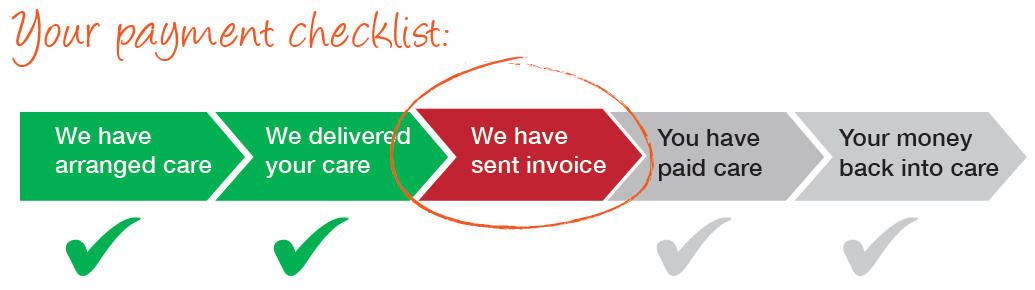
**You owe: xxx**



**Every penny you pay goes back into providing your care.**

**Each month, care workers pay thousands of visits and deliver thousands of hours of care arranged by Worcestershire County Council for Worcestershire residents who need it most.**









To pay this bill, choose your payment method overleaf or call us on our **dedicated helpline xxxxx xxx xxx.**

If you have paid in the last 7 days, please accept my apology and ignore this letter.

Yours faithfully,



Ashley from your Payments and Client Charging Team



Details for currency **GBP Great Britain Pounds**

**Tran date Reference Lgnd Original Balance Outstanding Balance Due Date**   
**xxx** **xxx** **xxx** **xxx** **xxx** **xxx**  
**xxx** **xxx** **xxx** **xxx** **xxx xxx**