

# WOODCHURCH HOUSE

Brook Street, Woodchurch, Ashford, Kent, TN26 3SN

Phone: 01233 861600 E-mail: [accounts@woodchurchhouse.co.uk](mailto:accounts@woodchurchhouse.co.uk)

STATEMENT NAME  
STATEMENT ADDRESS LINE1  
STATEMENT ADDRESS LINE2  
STATEMENT ADDRESS LINE3  
STATEMENT ADDRESS LINE4  
STATEMENT POSTCODE

Date: 7<sup>th</sup> November 2013

Dear STATEMENT ATTENTION OF,

**RE: STATEMENT OF ACCOUNT**

Please find attached our latest statement of account for the period to 31<sup>st</sup> October 2013. This includes charges for personal expenses such as hairdressing, chiropody, etc.

The balance shown is now overdue for payment and we would be grateful if you would settle it within seven days, unless otherwise agreed in writing. We prefer to receive payments through on-line banking and, if you are able to do so, please use the account shown below.

A/C Name: Woodchurch House Limited  
Sort Code: 050470  
A/C No.: 61438813  
Reference: Resident's Name

If you have any queries or concerns, please contact Joanne Plesa on 01233 861600 option 4.

We look forward to hearing from you shortly.

Yours sincerely,



Ernie Graham  
Owner

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## STATEMENT OF ACCOUNT

Resident: CCODE

Statement Date: DATE

Page: <<PAGE>>

Date	Type	Reference	Description	Original Amt	Unpaid Amt
<<D 1>>	<T1>	<<R 1>>	<<DESC 1>>	<<OA 1>>	UA1
<<D 2>>	<T2>	<<R 2>>	<<DESC 2>>	<<OA 2>>	<<UA 2>>
<<D 3>>	<T3>	<<R 3>>	<<DESC 3>>	<<OA 3>>	<<UA 3>>
<<D 4>>	<T4>	<<R 4>>	<<DESC 4>>	<<OA 4>>	<<UA 4>>
<<D 5>>	<T5>	<<R 5>>	<<DESC 5>>	<<OA 5>>	<<UA 5>>
<<D 6>>	<T6>	<<R 6>>	<<DESC 6>>	<<OA 6>>	<<UA 6>>
<<D 7>>	<T7>	<<R 7>>	<<DESC 7>>	<<OA 7>>	<<UA 7>>
<<D 8>>	<T8>	<<R 8>>	<<DESC 8>>	<<OA 8>>	<<UA 8>>
<<D 9>>	<T9>	<<R 9>>	<<DESC 9>>	<<OA 9>>	<<UA 9>>
<<D 10>>	<T10>	<<R 10>>	<<DESC 10>>	<<OA 10>>	<<UA 10>>
<<D 11>>	<T11>	<<R 11>>	<<DESC 11>>	<<OA 11>>	<<UA 11>>
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<<D 33>>	<T33>	<<R 33>>	<<DESC 33>>	<<OA 33>>	<<UA 33>>
<b>Total Amount:</b>					<b>£TOT AMT</b>