01/11/2022

Robert Sylor, Human Resources Coordinator

P&P Appliances

Staten Islan, New York, 10303

New Springville, Kelly Blvd

Subject; Late Payment Request

Dear Mr. Sylor.

My name is Kevin Smith, employee ID N626 as a Dispatcher at P&P Appliances, and I am contacting you to request payment of my back pay from two months ago (September 2022).

I understand that the current economic situation of the company is not good, but I need the money to pay for my daughter's preschool studies and I cannot continue waiting, so I would appreciate the prompt delivery of the money.

I am waiting for the consignment of the money and thank you for your attention to this charge.

Thank you very much.

Sincerely yours,

Kevin Smith

Staten Islan, New York, 10303

Heardland Village, Rockland Ave

Signature.