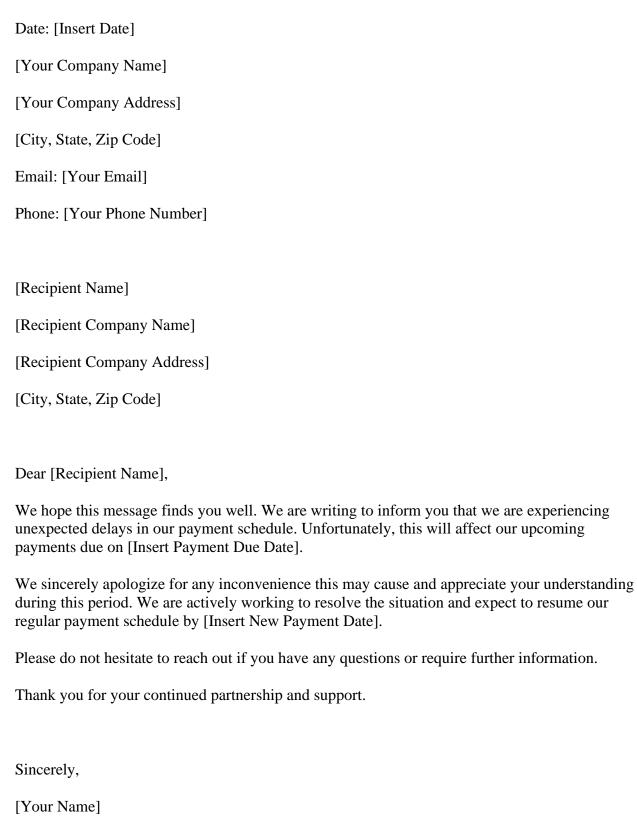
Advance Notice for Payment Delay



[Your Position]

[Your Company Name]