

26 September, 2000

To,
Shri Sanjya R Kadakia,
S/o. Ranjinikant Kadakia,
Third Floor, 32, C,
Grand Pasradi Apartments,
August Kranti Marg,
Kemps Corner,
MUMBAI - 36.

REMINDER

Subject: Payment of arrears of rent and maintenance charges.

Dear Sir,

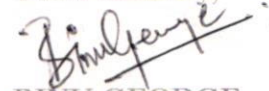
You have taken on lease shop No. 26, on the upper ground floor of the building known as Methodist Complex, situated at Abids, Hyderabad - 500 001, admeasuring about 525 sft, as per the terms and conditions of our lease agreement dated 05/05/1995. As per our records you are in arrears of rent and maintenance charges as follows:

	Amount (in Rs.)
Rent:	
1. From May 1996 to May 2000 @ Rs. 120/- p.m.	5,760
2. From June 2000 to September 2000 @ Rs. 144 /- p.m.	576
Total	<u>6,336</u>
Maintenance:	
From May 1996 to September 2000 @ Rs.394/- p.m.	20,488
Total	<u>20,488</u>

We request you to please pay the arrears in rent and maintenance charges as mentioned above within 7 days of receiving this letter. Please note that 50% of the remission has been given in the maintenance charges as your premises not in use.

Thank You.

Yours sincerely,



BINU GEORGE.
(Accountant).