

## **Recovery Procedure under Section 101 2nd Reminder**

Date : \_\_\_\_\_

Dear Member

Shri/Shrimati/M/s.: \_\_\_\_\_

### **Sub: Outstanding of Monthly Society Out-goings of Rs. 1,29,025.00/-**

Refer our 1st Reminder dated \_\_\_\_\_ to make payment as per attached Ledger account whereby we had reminded you to make payment of the Pending dues which are long outstanding. You are further advised to please effect payment immediately to strengthen your Societies financial position.

1. The Society has to make payments of day to day expenditure to run its management which you are aware of. If members are not paying in time, it is not possible for us to spend money for various necessary services of Water, Electricity, Security, Sweeper, Petty Repairs Etc.
2. If Society do not pay Water bill, Electricity bill and other various outgoings, then the authorities concerned may disconnect and discontinue with the services.
3. Hence it is your responsibility to pay Society charges as per the demand raised from time to time.
4. Please note that you cannot avail facilities at the cost of other members.
5. Hence by this notice, you are requested to pay the aforesaid amount immediately on service of this notice.

We hope you will understand the situation and arrange to make payment immediately. Your Co-operation in Co-operative Society is appreciated.

Thanking You,  
Yours Truly,  
For ABCD Co-op. Hsg. Ltd.

Hon. Secretary