**Appendix I: Dunning Letter 2**

University of Cambridge  
Finance Division  
The Old Schools, Trinity Lane  
Cambridge  
Cambridgeshire  
CB2 ITS  
United Kingdom

ADDENBROOKES HOSPITAL NHS TRUST  
Finance Department  
ADDENBROOKE’S  
Box 130  
United Kingdom  

Date: 25-FEB-07

ADDENBROOKE'S  
Box 130  
United Kingdom

Dear Sir/Madam,

It would appear from our records that despite previous correspondence, the account detailed below still remains unpaid.

Payment should be sent immediately to the above address.

<table>
<thead>
<tr>
<th>Invoice Number</th>
<th>Invoice Date</th>
<th>Due Date</th>
<th>Days Late</th>
<th>Invoice Amount (GBP)</th>
<th>Balance Due (GBP)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8XXX5</td>
<td>14-JAN-</td>
<td>13-FEB-07</td>
<td>5</td>
<td>101.99</td>
<td>101.99</td>
</tr>
<tr>
<td>8XXX0</td>
<td>31-JAN-</td>
<td>02-MAR-</td>
<td>-12</td>
<td>25.85</td>
<td>25.85</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td><strong>127.84</strong></td>
</tr>
</tbody>
</table>

Should there be any issues relating to this account that are causing delay in payment, I would appreciate your call to this office urgently, so that I can help to resolve the problem.

Failure to reply immediately with either your query or remittance will lead to your account being forwarded to our debt management section and may result in interest being charged if payment continues to be outstanding.

Yours faithfully

Department of XX