



November 6, 2023

RE: Charleston, Kenneth
24 N. Savanna Drive
Pottstown, PA 19465

Dear Realtor,

The most recent sewer invoices were mailed on 10/1/2023 for the 3rd quarter of 2023 in the amount of \$185.00 per quarter. That invoice has not been paid as well as others and this account is past-due. All sewer bills are due in thirty days. We bill in arrears. The next billing date is 1/1/2024.

The amount due for settlement is \$740.00. Would you please see that a check is made payable to East Coventry Township for \$740.00 at settlement? This covers all outstanding balances.

If you have any questions or if the settlement date should change, please let me know.

Sincerely,

Jill L Barbera

Jill L. Barbera, Financial Accountant
East Coventry Township
855 Ellis Woods Road
Pottstown, PA 19465
610-495-5443