

Council Tax Account - Private and Confidential
From: Revenues And Benefits <Revs@Enfield.gov.uk>
To: Clive Menzies
Date: Tue, 11 Aug 2020 09:53:25 +0000 (11/08/20 10:53:25)

Dear Mr Menzies

Council Tax Account: xxxxxxxx
Property address: xxxxxx xxxxxx Ex xxx

Thank you for your email of 6 August 2020.

I note that you posted your letter dated 29 June 20, along with a cheque, through the letter box at the Civic Centre on 29 June 20. I have checked our records and I cannot trace this letter and you have advised that the enclosed cheque has not been presented at the bank. I am currently liaising with our post room in order to locate your letter and I apologise for the inconvenience this matter has caused. I confirm receipt of a payment of £163.18 on 17 July 2020 and show below a statement of your account for 2020/21

Council Tax 01 Apr 20 to 31 Mar 21	£2449.55
Payment received 17 Jul 20	£ 163.18
Left to pay	£2286.37

Your account is currently in arrears by £571.37. Please let me know if you would like to recalculate your instalments. I note that you intend to pay a third of the Council Tax that is due but by doing this, you run the risk of possible further recovery action.

If you have any further questions, please do not hesitate to contact me.

Yours sincerely

Mrs Y Brown
Council Tax Team Leader