March 8, 2016

The Management

7Elements Wellness Corporation

City of Sta. Rosa, Laguna

Gentlemen:

Good Day.

This is to formally submit my billing for the services rendered by the undersigned for the months of October-December 2015 and January -February 2016

2015

BIR COMPLIANCE ( October-December) ( Php 3,500.00 monthly )

1601E Monthly Remittance Return - Expanded

E BIR Online Submission

E Submission Validation Report ( Monthly Alphalist of Payee )

2551M Monthly Percentage Tax

TOTAL Php10,500.00

2016

BIR COMPLIANCE ( January- February) ( Php 3,500.00 monthly )

1601E Monthly Remittance Return - Expanded

E BIR Online Submission

E Submission Validation Report ( Monthly Alphalist of Payee )

2551M Monthly Percentage Tax

TOTAL Php 7,000.00

GRAND TOTAL Php17,500.00

Kindly make the check payable to the undersigned or deposit the same at Banco De Oro SM Batangas Branch under the account number 1920296865.

Thank you very much.

Yours truly,

MA. PAMELA C. CASTILLO