Good day,

This is Mrs Aesha Espinosa from the payment department and you're required to manage this Funds as instructed by your interview/hiring manager online, you're to get back to me via email with information on the following:

- 1. How the Funds were used.
- 2. Exact Amount Used.
- 3. Whom you ordered or got the materials from.
- 4. Confirm to me your full name and phone number once you receive the package.

Here's my email to reply to: mrsespinosa@accountant.com

Failure to do this is against the company's protocol, also don't forget to email me once you receive the check to confirm delivery.

Kind Regards

Aesha Espinosa