

This is a reminder that your fee for usage of Camp Lookout is **past due**.

Camp Lookout depends upon these fees in order to maintain the site, offer excellent service, pay camp employees, etc. A copy of your invoice is attached with this email, with the first invoice sent to you at a previous date, shortly after your retreat ended.

Please take a few minutes and remit your payment.

Your payment can be made by the following methods:

- Call Camp Lookout at 706-820-1163 to pay by
  - Credit Card (Master Card, Visa, Discover)
  - E-check
- Send paper check or money order
  - Make checks and money orders payable to:
    - Holston Conference CRM  
Attn. Jessica Porter  
P.O. Box 850  
Alcoa, TN 37701
  - If mailing your payment, please send a copy of the Invoice.

Thank you for your prompt attention to this matter.