Payment arrangement tracking

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

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3-room, av. Verne · fictional document

Fictional document — demonstration example

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Fictional document, produced for demonstration. **This is not a chaser**: it is a clarification on an arrangement that only partly covers the debt.

The arrangement of 29/07/2026

Instalment	Due	Received	Date received	State
29/07/2026	€480	**€480**	29/07/2026	**Met**
29/08/2026	€480	—	—	To come
29/09/2026	€490	—	—	To come

What the arrangement does not cover

Item	Amount
Total arrears at 29/07	€2,340
Total under the arrangement	€1,450

Item	Amount
Uncovered balance	**€890**

> **Nobody told him the arrangement covers only 62% of his debt.** A plan kept to the letter that leaves €890 outside ends in a disagreement, and the tenant will say — in good faith — that he had paid everything.

The clarification letter

"We acknowledge your payment of 29 July, in line with your proposal. We confirm that the next two instalments are expected on 29 August and 29 September.

We draw your attention to one point: your proposal covers €1,450, whereas the balance due at 29 July stood at €2,340. An amount of €890 therefore sits outside this schedule.

We suggest folding it in, on terms to be agreed together."

What the tracking would do, on your approval

Situation	Effect on the chasing sequence
Written arrangement recorded	**The unit leaves the sequence**
Instalment met	Stays out of the sequence
Instalment missed	**Returns to the sequence, with a message that mentions the arrangement**
Arrangement completed	Returns to the sequence on the uncovered balance, if any remains

The returning message mentions the arrangement instead of ignoring it. A chaser that behaves as if nothing had been agreed gets an indignant reply, and deserves one.

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