

Date: \_\_\_\_\_

Dear: \_\_\_\_\_

We have not heard from you or received the electric breast pump that was due back to our office referenced in the letter sent on \_\_\_\_\_ (date.) A copy of the breast pump loan agreement is enclosed.

This pump is now overdue and prevents us from serving other WIC mothers that may need the pump. By not returning the pump you are limiting our ability to help other WIC families.

I expect that you will be able to deliver the electric pump **immediately**.

If we do not hear from you or receive the pump by \_\_\_\_\_(date), we will proceed to turn over the breast pump retrieval process to the State of Alaska Law division. The replacement cost of the pump, \$565.00, will be sought at that time.

Sincerely,

WIC Coordinator  
WIC Clinic Information