



# Diapers Unlimited

DYDEE SERVICE

*Helping to save the world, one baby at a time.*

December 26, 2019

To our Valued Customers,

In order for Accounting personnel to not have to invoice hundreds of families the first week of each month our accounting billing procedures have changed effective 1/1/2020. I realize that this letter is pretty dry compared to the tone we usually try to take. Since the topic is accounting, I'm not sure there's a way to make it more friendly!

**Our payment terms remain "payment before receipt of clean diapers".** You are responsible to pay for your weekly service prior to receiving your diapers that week, even if Accounting does not send a statement to you before that first week of delivery. When you receive a door statement from your driver it lets you know you are behind on payment.

The accounting department will send your email statement different times in each month depending on what day your delivery day is.

Monday and Friday deliveries - Billing 1<sup>st</sup> week each month  
Tuesday deliveries - Billing 2<sup>nd</sup> week each month  
Wednesday deliveries - Billing 3<sup>rd</sup> week each month  
Thursday deliveries - Billing 4<sup>th</sup> week each month

If you are using Automatic credit card payments, the new procedure will mean that we will be running your credit card at a different time of the month (please see the attached pages for Auto-charge dates).

For customers not on Automatic credit card payments, we have attached a schedule for each delivery day to show you how this affects your billing cycle, so you can figure out each month when to make payment(s). Remember you can make as many payments as you want to make this work for your family as long as **you are paying for that week's service before you receive the clean diapers.**

If your account is past due, we reserve the right to hold delivery of clean diapers, until you pay for the services already rendered. As long as you have our diaper inventory in your home, the weekly charges continue because we are still providing diapers for your baby. This letter serves as an update to our Service Guide. The most recent copy of the Service Guide can always be found on our website.

If you have any questions, please let either Heather (Accounting Assistant) or me know. Thank you for your continued support.

Sandy Kayser-Johnson



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Route	Month	Wk 1	Wk2	Wk3	Wk4	Wk5	Period	Auto Charge date
<b>Monday</b>	Jan	1/6	1/13	1/20	1/27		1/6 - 2/2	12/26
	Feb	2/3	2/10	2/17	2/24		2/3 - 3/1	1/27
	Mar	3/2	3/9	3/16	3/23	3/30	3/2 - 4/5 5 Wks	2/24
	April	4/6	4/13	4/20	4/27		4/6 - 5/3	3/30
	May	5/4	5/11	5/18	5/25		5/4 - 5/31	4/27
	June	6/1	6/8	6/15	6/22	6/59/20	6/1 - 7/5 5 Wks	5/25
	July	7/6	7/13	7/20	7/27		7/6 - 8/2	6/29
	August	8/3	8/10	8/17	8/24	8/31	8/3 - 9/6 5 Wks	7/27
	Sept	9/7	9/14	9/21	9/28		9/7 - 10/4	8/24
	Oct	10/5	10/12	10/19	10/26		10/5 - 11/1	9/28
	Nov	11/2	11/9	11/16	11/23	11/30	11/2 - 12/6 5 Wks	10/26
	Dec	12/7	12/14	12/21	12/28		12/7/20 - 1/3/21	11/23
Jan	1/4	1/11	1/18	1/25		1/4 - 2/1	12/28	

Route	Month	Wk 1	Wk2	Wk3	Wk4	Wk5	Period	Auto Charge date
<b>Friday</b>	Jan	1/3	1/10	1/17	1/24	1/31	1/4 - 2/6 5 Wks	12/26
	Feb	2/7	2/14	2/21	2/28		2/7 - 3/5	1/27
	Mar	3/6	3/13	3/20	3/27		3/6 - 4/2	2/24
	April	4/3	4/10	4/17	4/24		4/3 - 4/30	3/30
	May	5/1	5/8	5/15	5/22	5/29	5/1 - 6/4 5 Wks	4/27
	June	6/5	6/12	6/19	6/26		6/5 - 7/2	5/25
	July	7/3	7/10	7/17	7/24	7/31	7/3 - 8/6 5 Wks	6/29
	August	8/7	8/14	8/21	8/28		8/7 - 9/3	7/27
	Sept	9/4	9/11	9/18	9/25		9/4 - 10/1	8/24
	Oct	10/2	10/9	10/16	10/23	10/30	10/2 - 11/5 5 Wks	9/28
	Nov	11/6	11/13	11/20	11/27		11/6 - 12/3	10/26
	Dec	12/4	12/11	12/18	12/25		12/4/20 - 1/7/21	11/23
Jan	1/1	1/8	1/15	1/22	1/29	1/1 - 2/5 5 wks	12/28	



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Route	Month	Wk 1	Wk2	Wk3	Wk4	Wk5	Period	Weeks	Auto Charge date
Tuesday	Jan	1/7	1/14	1/21	1/28		1/7 - 2/3	4 wks	12/26
	Feb	2/4					2/4 - 2/10	1 wk	2/3
	Feb		2/11	2/18	2/25		2/11 - 3/2		2/10
	Mar	3/3					3/3 - 3/9		
	Mar		3/10	3/17	3/24	3/31	3/10 - 4/6	5 Wks	3/9
	April	4/7					4/7 - 4/13		
	April		4/14	4/21	4/28		4/14 - 5/4	4 wks	4/13
	May	5/5					5/5 - 5/11		
	May		5/12	5/19	5/26		5/12 - 6/1	4 wks	5/11
	June	6/2					6/2 - 6/8		
	June		6/9	6/16	6/23	6/30	6/9 - 7/6	5 Wks	6/8
	July	7/7					7/7 - 7/13		
	July		7/14	7/21	7/28		7/14 - 8/3	4 wks	7/13
	August	8/4					8/4 - 8/10		
	August		8/11	8/18	8/25		8/11 - 8/31	4 wks	8/10
	Sept	9/1					9/1 - 9/7		
	Sept		9/8	9/15	9/22	9/29	9/8 - 10/5	5 Wks	9/7
	Oct	10/6					10/6 - 10/12		
	Oct		10/13	10/20	10/27		10/13 - 11/2	4 wks	10/12
	Nov	11/3					11/3 - 11/9		
Nov		11/10	11/17	11/24		11/10 - 11/30	4 wks	11/9	
Dec	12/1					12/1 - 12/7			
Dec		12/8	12/15	12/22	12/29	12/8 - 1/4/21	5 wks	12/7	
Jan	1/5					1/5 - 1/11			



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Route	Month	Wk 1	Wk2	Wk3	Wk4	Wk5	Period	Weeks	Auto Charge date
Wed	Jan	1/1	1/8	1/15	1/22	1/29	1/1 - 2/4	5 Wks	12/26
	Feb	2/5	2/12				2/5 - 2/18	2 wks	2/3
	Feb			2/19	2/26		2/19 - 3/3	4 wks	2/17
	Mar	3/4	3/11				3/4 - 3/17		
	Mar			3/18	3/25		3/18 - 3/31	4 wks	3/16
	April	4/1	4/8				4/1 - 4/14		
	April			4/15	4/22	4/29	4/15 - 5/5	5 Wks	4/13
	May	5/6	5/13				5/6 - 5/19		
	May			5/20	5/27		5/20 - 6/2	4 wks	5/18
	June	6/3	6/10				6/3 - 6/16		
	June			6/17	6/24		6/17 - 6/30	4 wks	6/15
	July	7/1	7/8				7/1 - 7/14		
	July			7/15	7/22	7/29	7/15 - 8/4	5 Wks	7/13
	August	8/5	8/12				8/5 - 8/18		
	August			8/19	8/26		8/19 - 9/1	4 wks	8/17
	Sept	9/2	9/9				9/2 - 9/15		
	Sept			9/16	9/23	9/30	9/16 - 10/6	5 Wks	9/14
	Oct	10/7	10/14				10/7 - 10/20		
	Oct			10/21	10/28		10/21 - 11/3	4 wks	10/19
	Nov	11/4	11/11				11/4 - 11/17		
Nov			11/18	11/25		11/18 - 12/1	4 wks	11/16	
Dec	12/2	12/9				12/2 - 12/15			
Dec			12/16	12/23	12/30	12/16 - 1/5/21	5 Wks	12/14	
JAN	1/6	1/13				1/4 - 1/19			



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Route	Month	Wk 1	Wk2	Wk3	Wk4	Wk5	Period	Weeks	Auto Charge date
Thurs	Jan	1/2	1/9	1/16	1/23	1/30	1/2 - 2/5	5 Wks	11/26
	Feb	2/6	2/13	2/20			2/6 - 2/26	3 wks	2/3
	Feb				2/27		2/27 - 3/4	4 wks	2/24
	Mar	3/5	3/12	3/19			3/5 - 3/25		
	Mar				3/26		3/26 - 4/1	4 wks	3/23
	April	4/2	4/9	4/16			4-2 - 4/22		
	April				4/23	4/30	4/23 - 5/6	5 Wks	4/20
	May	5/7	5/14	5/21			5/7 - 5/21		
	May				5/28		5/28 - 6/3	4 wks	5/25
	June	6/4	6/11	6/18			6/4 - 6/24		
	June				6/25		6/25 - 7/1	4 wks	6/22
	July	7/2	7/9	7/16			7/2 - 7/22		
	July				7/23	7/30	7/23 - 8/5	5 Wks	7/20
	August	8/6	8/13	8/20			8/6 - 8/26		
	August				8/27		8/27 - 9/2	4 wks	8/24
	Sept	9/3	9/10	9/17			9/3 - 9/23		
	Sept				9/24		9/24 - 10/1	4 wks	9/21
	Oct	10/2	10/9	10/16			10/2 - 11/25		
	Oct				10/23	10/30	10/23 - 11/4	5 Wks	10/19
	Nov	11/5	11/12	11/19			11/5 - 11/25		
Nov				11/26		11/26 - 12/2	4 wks	11/23	
Dec	12/3	12/10	12/17			12/3 - 12/23			
Dec				12/24	12/31	12/24 - 1/6	4 wks	12/21	
JAN	1/7	1/14				1/7 - 1/20			