

MERPHI

Subject: Outstanding invoices under PO 250801 and proposed payment plan

To: Scott LaValley, Cartwheel Robotics, Inc. 6127 Reno Highway, Fallon, NV 89406

Hi Scott,

We hope you are doing as well as possible under the circumstances. We understand things are difficult at Cartwheel right now, and our goal here is to resolve this in a practical and respectful way.

We are writing regarding three unpaid invoices issued under the signed contract and **Purchase Order PO 250801**, all of which were issued correctly and accepted without dispute.

Summary of outstanding invoices

All amounts below are in USD and relate to "Industrial design" services under PO 250801:

- **Invoice 430** (Industrial design 1/3), **\$8,163.00**, invoice date **Aug 25, 2025**, due **Oct 31, 2025**
- **Invoice 431** (Industrial design 2/3), **\$8,163.00**, invoice date **Sep 24, 2025**, due **Oct 31, 2025**
- **Invoice 442** (Industrial design 3/3), **\$8,163.00**, invoice date **Nov 21, 2025**, due **Dec 16, 2025**

Total outstanding balance: \$24,489.00.

We have attached the invoices and the purchase order for easy reference.

Proposed way forward (payment plan)

To make this manageable on your side, we are open to agreeing on a payment plan that works for Cartwheel. Below is a proposed option, which we believe is reasonable given the situation:

3 monthly installments

- **\$8,163.00 by December 25th**
- **\$8,163.00 by January 25th**
- **\$8,163.00 by February 25th**

If this schedule works, please confirm by reply email and we will confirm acceptance in writing so both sides have a clear record. If you prefer a different structure, feel free to propose an alternative.

Insolvency process (if applicable)

If Cartwheel has entered, or is about to enter, a formal insolvency or assignment process, please share the relevant details (administrator name and contact, and process date if available). In that case, we will cooperate fully and ensure the claim is properly registered.

Payment details

Payment can be made using the bank details shown on the invoices.

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Requested response

We would appreciate a response by **December 25th** confirming one of the following:

1. acceptance of the payment plan above,
2. a proposed alternative payment schedule, or
3. insolvency process details so the claim can be handled correctly.

We appreciate your attention to this and genuinely want to close this out in a constructive way.

Kind regards,

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Attachments:

- Purchase Order PO 250801
- Invoice 430
- Invoice 431
- Invoice 442