

C/O Piengva Tokiwana D/A J.H.S,  
P. O. Box 49,  
Odumase - Krobo.  
12<sup>th</sup> November 2009.

Manye Krobo Queen Mothers  
Association,  
Odumase - Krobo.

Dear Sir

APPLICATION FOR ASSISTANCE

I wish to apply for assistance to further my education.

I am a U.U. student who benefited from the association up to the J.H.S level. I have completed the J.H.S and had aggregate 17. I therefore had admission at Manye Krobo Senior High School to offer Business.

I have nobody to take care of me, so I therefore appeal to you to assist me to further my education.

I hope my application will be granted and considered.

Thank you

Yours faithfully,  
Sincerely,  
(TETTEH SIMON)