

Tarkwa Secondary School

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In case of reply, the number and date of this letter should be quoted

Telephone No. (0362) - 20358

Our Ref TSS/PF/103

Your Ref.....



P. O. BOX 47
Tarkwa
Ghana
West Africa

15th June, 2007

**THE CHAIRMAN,
TOSA,**

Dear Sir,

LETTER OF APPRECIATION

The most precious gift that anyone can give to another person in this day and age is computer literacy. In view of this, the Headmaster, the entire staff and the student body wish to express their profound gratitude to TOSA on the following items;

(a) Gallons of Paint	-	42
(b) Processors	-	30
(c) Monitors	-	34
(d) Keyboards & Mice	-	41
(e) Printer	-	1
(f) Catridges.		

We hope that these items you have presented will mark the beginning of another faithful relationship between TOSA and the School administration for the development of your Alma Mater.

Once again, we say, God richly bless you all for your kind gesture to the school.

Thank you.

Yours faithfully,

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HEADMASTER

TARKWA SENIOR SECONDARY SCHOOL
MOSES AGYAH

Cc: TOSA ABROAD.