

All communications should be addressed to
**"THE PROVINCIAL EDUCATION
DIRECTOR"**

Telephone : 792671/9
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ZIMBABWE

REF : A/149

Ministry of Education, Sport and Culture
Harare Province
P.O Box CY 1343
Causeway
Zimbabwe

15 July 2004

The Headmaster/Headmistress
_____ School

RE: REQUEST FOR SCHOOL ACCOUNT NUMBER

Reference is made to the attached minute Ref: F/17 from the paymaster, Salary Service Bureau.

The Provincial Education Director recommends that G.P.F Bank A/c details for Government schools and school A/c details for non government schools should be submitted by not later than **27 July 2004** at their respective District Offices. The District Offices should submit a composite list to the Provincial Office by **30 July 2004** using the format below:-

SCHOOL	DEPT/STN	BANK	BRANCH	A/C NO

[Handwritten signature]

J W Mawondo
**FOR: PROVINCIAL EDUCATION DIRECTOR
HARARE PROVINCE**

Telephone: 708281 9
Fax: 06555



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REF: F/17

Dear Sir

REQUEST FOR ACCOUNT NUMBERS

This is in pursuant to a directive by the Reserve Bank of Zimbabwe in connection with the use of cheques as a means of payment.

In view of the above, we have to discontinue the issuing of cheques payable to your organisation, rather payment will be made through your bank account.

You are therefore being requested to provide us with written details of your Bankers, Branch and Account Number as a matter of urgency.

May you please treat this matter with the urgency it deserves.

Yours faithfully

A handwritten signature in dark ink, appearing to be 'D Chifamba'.

D Chifamba
Paymaster

SALARY SERVICE BUREAU