

Letterhead of Province / Municipality

Contact person: xxxxxxxxxx

Telephone no: xxxxxxxxxxxxxxxx

Date

CETA –EPWP Manager

P.O. Box 1955

HALFWAY HOUSE

1685

Attention: Mr. Mxolisi Nxumalo

Sir,

REQUEST FOR PAYMENT OF ALLOWANCES FOR LEARNERS TO BE MADE THROUGH THE TRAINING PROVIDER

We, xxxxxxxx Province / Municipality hereby request CETA to pay allowances, provided for by CETA to the Learners, through the Training provider. Only claims endorsed by the responsible official of xxxxxxxxxx Province / Municipality should be paid by CETA.

Thanking in advance for your co-operation regarding this issue.

Yours Sincerely,

xxxxxxxxxxxxxxx

Signature

Rank / Responsibility of official

Contact Number

Date