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TO: ALL SUPPLIERS

FROM: Ngwathe Local Municipality

DATE: 09 January 2022

**RE: INVITATION TO THE MEETING**

Dear Sir/Madam

This memo serves as a formal invitation to your good selves for a meeting with suppliers of Ngwathe Local Municipality scheduled as follows:

Date: 13<sup>th</sup> January 2023

Time: 10h00

Venue: FORUM BUILDING – PARYS

NB: Your attendance to this meeting will be highly appreciated.

Trusting that you would find this in order.

Yours faithfully

A handwritten signature in black ink, appearing to be 'M Xulu', is written over a horizontal line.

**MR M XULU**  
**CHIEF FINANCIAL OFFICER**  
**NGWATHE LOCAL MUNICIPALITY**