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The Fund Administrator
Metropolitan Pension Trust
No. 81 Tabon Link, North Ridge Crescent
North Ridge, Accra

Accra.

Dear Sir,

NOMINATION OF METROPOLITAN PENSIONS TRUST AS CORPORATE TRUSTEE FOR (YOUR ORGANIZATION) STAFF UNDER THE OCCUPATIONAL PENSION SCHEME

(Your Firm) with Tax Identification Number, will like to inform Metropolitan Pensions Trust Ghana that they have been appointed as Corporate Trustees to manage the 2nd Tier Contribution of its staff to the National Pension Scheme. Our company registration number is.....and our SSNIT number is also

We agree to pay an annual administrative fee of 2.5 p.a. on asset under management.

You are therefore required to process all the necessary documents in compliance with the National Pensions Regulatory Authority (NPRA) and inform us duly.

Please give us your consent to this appointment as soon as possible.

Thanks You.

Yours faithfully,