

ASSIN SOUTH DISTRICT ASSEMBLY

In case of reply the
Number and the date of this letter
Should be quoted



Assin South District Assembly
Post Office Box 18,
Via Assin Darmang,
Nsuaem/ Kyekyewere.

Our Ref: ASDA/LG.17/Vol.1/
Your Ref:

24th January, 2020

**ALL HEADS OF DEPARTMENT,
ASSIN SOUTH DISTRICT ASSEMBLY.**

**INVITATION TO ATTEND SPECIAL MEETING OF THE FIFTH (5TH) ASSEMBLY OF
ASSIN SOUTH DISTRICT ASSEMBLY**

You are hereby invited to attend a Special General Assembly meeting to be held at the Church of Pentecost, Assin Nsuaem, on **Friday, 31st January 2020, at 9:00am** which is proposed to transact the business specified in the following Agenda:

AGENDA:

1. Opening prayer
2. Roll-Call
3. Election of Presiding Member – District Electoral Officer
4. Swearing-In of Presiding Member Elect
5. Remarks by Hon. Presiding Member
6. Discussion and Approval of Client Service Charter
7. Closing Prayer

Counting on your usual co-operation.

PAUL ACQUAH
(DISTRICT CO-ORDINATING DIRECTOR)
FOR: DISTRICT CHIEF EXECUTIVE

A handwritten signature in blue ink, appearing to be 'Paul Acquah', written over a faint circular stamp or watermark.