The Complaint Adjudication Unit,

SSNIT.

13TH November 2021.

Dear Sir/Madam,

A PETITION TO CHANGE DATE OF BIRTH

My name is Vincentia Ofosuhene Mintah and a member of Social Security and National Insurance Trust (SSNIT) at Takoradi. I’m became a member since 2009 with member number (C018905170044)

This letter is petition for a change of my date of birth (from 17-05-1989 to 17-05-1991). The mistake was with the year of birth. I have made this corrections on my birth certificate and would like to reconcile with my SSNIT records.

Through this letter, I would like to state that my date of birth on the SSNIT card is incorrect and hence request you to kindly update my correct date of birth in order to prevent any issues in the coming future.

As per requirements, I have attached copies of national documents bearing my correct date of birth.

Thanking you!

Yours Faithfully,

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Vincentia Ofosuhene Mintah

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