



SOCIAL SECURITY & NATIONAL INSURANCE TRUST

ACCRA INDUSTRIAL AREA BRANCH
P.O. Box M.149
Accra
April 15, 2014

A.I.A/301J2108/1

DIRECTORS
MINDNET TECHNOLOGIES LIMITED
P.O.BOX TF 302
LA ACCRA
0244331460

Dear Sir/Madam,

REGISTRATION OF ESTABLISHMENT (ACT766) 2008

Kindly be informed that with effect from April 01, 2014 your Establishment and the workers therein are covered under the National Pensions Act quoted above. The Registration Number allotted to your Establishment is 301J2108

You are further advised to endeavour to pay contributions for any month, latest by the 14th of the ensuing month to avoid imposition of penalty for delayed payment.

We also deem it worthwhile to inform you that the Social Security Law enjoins you to register all workers immediately on engagement.

You are to quote their correct Social Security Number in the Wages Book as well as on the Contribution Reports which accompany Social Security Contribution payments.

Please ensure that the Establishment Number is quoted in all transactions with this office.

Thank You.

Yours faithfully,

B.K. YEBOAH
BRANCH MANAGER

CC: Head Of Records Dept.
CC: Area Manager - Accra North Area Office