

# AFRICAN SCHOLARS' FUND

NPO 002—838

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DATE:

## URGENT ATTENTION: Bursary Representative / Principal

School: \_\_\_\_\_

Dear Sir / Madam,

### RE: Signed 1<sup>st</sup> Payment list no returned to ASF offices!

During the months of \_\_\_\_\_ / \_\_\_\_\_ we issued a cheque to your school to the amount of R \_\_\_\_\_. Along with the cheque, a list was sent reflecting the names of the learners to whom the funds were allocated.

Despite sending letters and making numerous phone calls we have had no response from your school and must assume that the learners did not get the money that was allocated to them.

**Please contact our offices urgently so we can clear up this matter.** Failure to do so will leave us with no other option than to immediately report the matter to the District Manager.

It would also mean that we **will not be processing** application forms your school in the future.

Although the learners that have applied for \_\_\_\_\_ might meet our criteria, we will be forced to inform them that the school has been placed on the **ASF blacklist** and that we cannot process their applications.

We remain confident of the fact that you have the best interest of the current and all future learners at heart and that you will cooperate in getting the matter resolved rather than having the matter reported to the Education Department and being placed on our list of ASF blacklisted schools.

Yours sincerely,

Zena Stanvliet  
Accounts Manager