

GHANA REVENUE AUTHORITY

In case of reply the number and date of the letter should be quoted

Email: info.tsc.somanya@gra.gov.gh

Tel. No. 0550197835

Date: 7th January, 2026



Office of the Manager,
(Domestic Tax Revenue Division),
P.O. Box 170,
Odumase Sub Office.

The Head of Department
Department of Accounting
School of Business
University of Education, Winneba
Winneba

Dear Sir/Madam.

RE: INTRODUCTION FOR INTERNSHIP – MR. MATEY FELIX NARH

We acknowledge receipt of your letter dated 15th September, 2025, introducing Mr. Matey Felix Narh (Index No: 5231550059), a student of the Department of Accounting, University of Education, Winneba, who seeks to undertake his internship with our organization.

We are pleased to inform you that the Ghana Revenue Authority, Odumase Sub-Office, accepts your request and is willing to offer Mr. Matey Felix Narh the opportunity to undertake his internship with us for the period 6th January, 2026 to 30th April, 2026.

The student will be attached to the appropriate department where he will gain relevant practical training and experience in line with his programme of study.

We assure you of our full cooperation and support throughout the internship period.

Thank you.

Yours faithfully,

GODFREY AGYEMANG-BENCHIE
(OFFICE MANAGER)

