



ENYAN DENKYIRA RURAL BANK PLC

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P.O. Box 18, Enyan Denkyira, Central Region - Ghana

15TH JANUARY, 2026

MS. MERCY APPIAH
UNIVERSITY OF EDUCATION
P. O. BOX 25
WINNEBA-CENTRAL REGION

Dear Mercy,

RE: INDUSTRIAL PLACEMENT / INTERNSHIP – 2026

We refer to your letter dated Monday, August 25th 2025 and received here on Monday, October 6th 2025 on the above subject matter and are pleased to advise that your request for internship has been accepted by the bank and you are to commence on Monday, January 19th 2026 and end on Thursday, April 30th 2026.

Our progress and growth are the result of each person's taking responsibility for a share of the work that needs to be done. As responsibility increases so do the rewards. We take pride in our accomplishments. And we are sure you will too.

It is a pleasure to welcome you to Enyan Denkyira Rural Bank PLC. We are sure you will find working here a pleasant and rewarding experience because we work especially hard to ensure that our employees and their jobs are compatible.

Should any irregular action or transactions come to your notice it will be your duty as a trainee to bring this to the notice of your superiors. If there is anything with which you do not agree or understand, please feel free to discuss it with the undersigned.

Please note that you will be subjected to the rules and regulations of the bank during your internship programme with the bank.

Yours sincerely

MR. DAWDA ERSKINE
(CHIEF EXECUTIVE OFFICER)

DIRECTORS: Kojo Essamuah Sam-Woode | Ebenezer Ben Siisi Crentsil | Mathew Ewudzie Arthur
Frank Jones Abban | Ben Menser Crentsil | Felix Amoah-Buabeng