



Civil Society Institutional Foundation (CSIF) – Ghana

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Website: www.csifghana.org


09/02/2024

MEMO

From: Project Officer

To: Executive Director

Subject: Request for Funds

Sign: 

I am writing to request for an amount of one thousand six hundred and sixty Ghana cedis only (GHc1,660.00) to cater for emulsion paint on the WASHED Project.

Find a detailed attached budget for your perusal and approval. Thank you.

CSIF-Ghana: we build stronger networks and civic communities



Title/Purpose of activity: Emulsion paints

Venue Activity: CSIF OFFICE, BUDGET

Date of Activity: 09.02.2024.

Donor/Project Name: I WASHED KPACHELO, World Connect

SN	Description of Items	Quantity	Frequency	Rate (GHS)	Total (GHS)	Remarks
	Direct Cash:				-	
1	Emulsion paint	10	1	166.00	1,660.00	
2					-	
3					-	
4					-	
5					-	
6						
7						
8						
8						
8						
8						
8						
8						
9						
	Total Direct Cash				1,660.00	
					-	
	MOMO Payments:				-	
					-	
					-	
					-	
					-	
	Total MOMO Payments				-	
					-	
	VENDOR Payments				-	
					-	
					-	
					-	
					-	
	Total Vendor Payments				-	
					-	
					1,660.00	

Prepared By:
Abdulai Fatawu

Signature

Date:
10-02-2024

SHAFFERS BUILDING SUPPLY CO.

Dealers of all kind of building materials

Location: Tamale, Savelugu, Nantong

Tel: 0546901460

0157

OFFICIAL RECEIPT

Day	Month	Year
04	02	24

Received From:.....

CSIF

The Sum of:.....

One thousand Six hundred and

Sixty Cedis..... GH¢.....

Gp

Being cost of Emulsion Paint (10).....

Cash/Cheque No.....

Bal GH¢.....

GHe 1660.00



Thank You

Signature

