

Model Lower Basic School,  
Bundung,  
The Gambia

26th January, 2018.

The ministry of Basic and Secondary Education,  
Banjul,  
The Gambia.

Dear Sir/Madam,

It gives me the greatest pleasure to write to you. I am writing to let you know that Oustass Fessa Joof is a teacher of Model Lower Basic School. He is a very active, punctual and a regular teacher. He has been working hard with the teachers of the above named School. There is no doubt that he did his job and complied by the School rules and regulations. His importance and contribution is really celebrated. Thanks you.

Your

The Headteacher,

Model School.

