



P O Box 39201  
Capricorn Square  
7948

Sunrise Boulevard  
Muizenberg  
7945

Tel: (021) 709-8100  
Fax: (086) 540-7654

6 December 2016

**Memo 30/2016: CASH GRATUITY FUND 2016**

Dear Residents,

If you would like to contribute towards the year end staff gratuity fund you may do so by giving your contribution to John Morgan or Melanie Carstens. Senior members namely Melanie Carstens, Amanda George, Christo Snel, Laeeqah Bantam, Thobeka Hokwana and Aimee Ravens are excluded from these donations. Should you wish to give a specific staff member a special gift during this time, you may also do so.

We would like to request that all monetary contributions towards the staff gratuity fund be handed in by Wednesday, 14 December 2016

Kind regards,

A handwritten signature in black ink, appearing to be "Melanie Carstens", written in a cursive style.

Melanie Carstens  
VILLAGE MANAGER: EVERGREEN LIFESTYLE VILLAGE MUIZENBERG