WCED 033

Wes-Kaap Onderwysdepartement
Western Cape Education Department
ISebe leMfundo leNtshona Koloni

SENDING OF FAX MESSAGE

INSTRUCTIONS 1. Use black ink and block letters only. 2. Messages may be approved only by persons with the rank of senior officer and higher.	**FOR USE BY SENDING OFFICER ONLY** DATE TRANSMITTED: ..... FAX REFERENCE NO. .....
TO:.....	FAX NUMBER: ..... NUMBER OF PAGES: ..... (Including this cover page.)

MESSAGE/SUBJECT

SENDER	APPROVED
FILE REFERENCE NO…….. INITIALS AND SURNAME ..... DEPARTMENT/COMPONENT .... TEL. NO. ..... EXTENSION ..... FAX NO. ..... ROOM NO ..... DATE.....	..... SIGNATURE ..... NAME IN PRINT ..... RANK ..... DATE