**SUNCRUSH UNIT TRUSTS**

Staff reference A133/92 205 Long Street

CAPE TOWN

8001

08 October 2020

Ms A.M. Alberts

5 Dunkin Street

RONDEBOSCH

7700

Dear Ms Alberts

END-USER COMPUTER TRAINING COURSES

Training courses in various computer programs are offered again this year as part of the End-User classroom training provided.

Please check in on Monday, 18 October at 09:00 in room 236 at the Head Office for a course in the Microsoft Excel program.

Contact this office as soon as possible if you cannot attend this course and give full reasons for not attending.

With kind regards

Brian Cobain

STAFF MANAGER

BC/bb

**SUNCRUSH UNIT TRUSTS**

Staff reference 205 Long Street

CAPE TOWN

8001

08 October 2020

Ms B.L. Tredoux

15 Tromp Street

SEA POINT

8001

Dear Ms Tredoux

END-USER COMPUTER TRAINING COURSES

Training courses in various computer programs are offered again this year as part of the End-User classroom training provided.

Please check in on Wednesday, 20 October at 14:00 in room 231 at the Head Office for a course in the Microsoft Word program.

Contact this office as soon as possible if you cannot attend this course and give full reasons for not attending.

With kind regards

Brian Cobain

STAFF MANAGER

BC/bb

**SUNCRUSH UNIT TRUSTS**

Staff reference G020/91 205 Long Street

CAPE TOWN

8001

08 October 2020

Mr S.W. de Groot

10 Alfa Court

CLAREMONT

7700

Dear Mr de Groot

END-USER COMPUTER TRAINING COURSES

Training courses in various computer programs are offered again this year as part of the End-User classroom training provided.

Please check in on Monday, 25 October at 09:00 in room 233 at the Head Office for a course in the Microsoft PowerPoint program.

Contact this office as soon as possible if you cannot attend this course and give full reasons for not attending.

With kind regards

Brian Cobain

STAFF MANAGER

BC/bb