

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians14th December 2009

Dear Parent / Guardian,

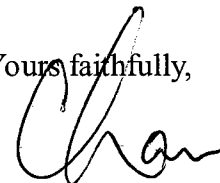
Fee Refund of Tutorial Lesson, 1st Term 2009-2010

I am pleased to inform you that your child / ward has attended over 80% of the lessons of the _____ course. By referring to the letter issued on 3rd September 2009, your child / ward is eligible to have \$200 as the refund of the course fee. In fact, the course, which is aimed at helping students to prepare for the examination.

Please sign in the reply slip below and instruct your child / ward to have it returned to school and collect \$ _____ in cash as the refund of the course fee.

Thank you for your attention.

Yours faithfully,



Dr. K.P. Chan

Principal

✂

Reply Slip (PN_0910_095)

_____ December 2009

Re: Notice to Parents / Guardians Regarding "Fee refund of the Tutorial Lesson 1st Term 2009-2010"

Please allow my child _____, S _____ (_____), to collect \$ _____ in cash as the refund of the course fee.

Parent's contact details:

Phone number: _____ (home), _____ (mobile)

Name of Parent: _____

Signature: _____