

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians2nd October 2019

Dear Parents / Guardians,

S1 – S3 Balance of Miscellaneous Fees, 2019 – 2020

Please be informed that your child / ward are requested to pay miscellaneous fees at the beginning of the school term. Details are as follows:

<u>Items</u>	<u>S1</u>	<u>S2</u>	<u>S3</u>
School fee for September 2019	\$0	\$0	\$0
Exercise books parcel	\$90	\$90	\$90
Membership fee for Students' Welfare Association	\$50	\$50	\$50
Entrance fee / Annual fee for Parent-Teacher Association	\$30	\$10	\$10
Membership fee for Alumni Association	/	/	/
Day camp fee (for S1 & S2) / Coach fee for picnic	\$50	\$50	\$30
Liberal Studies booklets	\$28	\$170	\$200
School Bag	\$220	/	/
Black winter Jacket	\$332	/	/
Total:	\$800.00	\$370.00	\$380.00

The miscellaneous fees will be deducted from the registration fees of \$800 for S1 and \$400 for S2 & S3 respectively. The balance of which should be refunded are as follows:

	<u>S1</u>	<u>S2</u>	<u>S3</u>
Total fees	\$800.00	\$370.00	\$380.00
Registration fee paid	\$800.00	\$400.00	\$400.00
Fees to be refunded	\$0.00	\$30.00	\$20.00

You are kindly asked to sign on the reply slip and ask your child / ward to submit to his/her class teachers on or before **Friday, 4th October 2019** to authorise your child / ward to receive the refund on your behalf. If you do not receive the refund in due course, please inform our school office immediately. Thank you for your attention.

Yours faithfully,



K.C. Lo

Principal

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Reply Slip (PN_1920_045) (S2 and S3 only)

Re: Balance of Miscellaneous Fees

Date: _____

Dear Mr. Lo,

This is to authorise my child / ward to collect the refund of the balance of registration fee for the school year 2019-2020. My child / ward will sign on receipt of the amount for acknowledgement

*Level	Amount refunded
S2	\$30
S3	\$20

Name: _____ Class: _____ () Parent's signature: _____

* Please ✓ the appropriate box provided.

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians2nd October 2019

Dear Parents / Guardians,

S4 – S6 Balance of Miscellaneous Fees, 2019 – 2020

Please be informed that your child / ward are requested to pay miscellaneous fees at the beginning of the school term. Details are as follows:

<u>Items</u>	<u>S4</u>	<u>S5</u>	<u>S6</u>
School fee for September 2019	\$300	\$300	\$500
Exercise books parcel	\$110	\$110	/
Membership fee for Students' Welfare Association	\$50	\$50	\$50
Entrance fee / Annual fee for Parent-Teacher Association	\$10	\$10	\$10
Membership fee for Alumni Association	/	/	\$30
Coach fee for picnic	\$30	\$30	/
Total:	\$500.00	\$500.00	\$590.00

The miscellaneous fees will be deducted from the registration fees of \$500 for S4 & S5 and \$600 for S6 respectively. The balance of which should be refunded are as follows:

	<u>S4</u>	<u>S5</u>	<u>S6</u>
Total fees	\$500.00	\$500.00	\$590.00
Registration fee paid	\$500.00	\$500.00	\$600.00
Fees to be refunded	\$0.00	\$0.00	\$10.00

You are kindly asked to sign on the reply slip and ask your child / ward to submit to his/her class teachers on or before **Friday, 4th October 2019** to authorise your child / ward to receive the refund on your behalf. If you do not receive the refund in due course, please inform our school office immediately. Thank you for your attention.

Yours faithfully,



K.C. Lo

Principal

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Reply Slip (PN_1920_045) (S6 only)

Re: Balance of Miscellaneous Fees

Date: _____

Dear Mr. Lo,

This is to authorise my child / ward to collect the refund of the balance of registration fee for the school year 2019-2020. My child / ward will sign on receipt of the amount for acknowledgement

Level	Amount refunded
S6	\$10

Name: _____ Class: ____ () Parent's signature: _____

* Please ✓ the appropriate box provided.