

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians13th January 2020

Dear Parent / Guardian,

The 55th Speech Day

You are cordially invited to our 55th Speech Day at the hall of our Hip Wo School located at 221 Hip Wo Street, Kwun Tong on Friday, 22nd May 2020 at 4:00 p.m.

Since this is an important function to you as well as to the school, you are requested to put on full summer uniform for the occasion and be seated at 3:30 p.m.. To enable us to have the seating plan arranged well in advance, please complete and return the reply slip appended below to your Principal on or before 17th January, 2020. Since the number of seats are limited, they are available on a first-come-first-served basis. I would appreciate your co-operation in meeting the deadline and understanding that late reply will not be entertained.

Upon arrival at the entrance of the hall, please make known your presence to the teachers there and members of the uniform units will lead you to the seat. I know that I can rely upon your co-operation in these respects.

Looking forward to seeing you.

Yours faithfully,



K.C. Lo
Principal

Reply Slip (PN_1920_124)

Re: The 55th Speech Day (S6 Student)

_____ 2020

Dear Principal,

Thank you for your invitation to the 55th Speech Day. I *shall / shall not be able to attend the function.

Yours respectfully,

Signed: _____

Name in Block Letters: _____

Class: S.6 ____ () (2019/2020)

* Please delete where inappropriate