

2023/24 甲類通告第 E032 號

4th January, 2024

Dear Parents,

Purchasing School Exercise Book

In the second term, the school exercise book purchase service continues and is provided by “Hang Cheong Chan Printing Factory”. For the convenience of parents and making the process of purchasing smoother, please pay attention to the following arrangements:

Date	Remarks / Payment methods
11 th January, 2024 Thursday	<ol style="list-style-type: none">1. Cash: <u>Please put the money into the plastic bag to be distributed today. Write the student's name and class on it and return it to the class teacher.</u> The school exercise books will be distributed later. (For details of fees, please refer to the price list of school exercise books)2. Cheque: Make it payable to "Hang Cheong Chan Printing Factory", write the student's name, class and contact number on the back, and put it into the attached small plastic bag.3. Please prepare the exact amount of fees, and there will be no change.4. For partial purchase, please contact the staff of the supplier between 9:00a.m. and 10:00a.m. on that day.

For any enquiries about purchasing school exercise books, please contact Ms. CHEUNG Po Ching, the senior teacher.

Ms. CHENG Yuk Ching
Headmistress

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REPLY SLIP

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Dear Ms. CHENG,

Purchasing School Exercise Books

I have read through Type-A Notice, No. E032 and understand the corresponding content.

Class: _____ Name: _____ () Parent Signature: _____

Parent Name: _____

Date: _____ of January, 2024

DISCLAIMER: The English version is a translation of the original in Chinese for information purposes only. In case of any discrepancy, the Chinese original is reserved as official interpretation of the school (applied to all e-notices / parent notifications in English).

[Teacher-in-charge: Ms. CHEUNG Po Ching, the senior teacher]