



敬啟者：

To the Parents/ Guardians

2017/2018 冷氣費、簿費及雜費事宜
Matters concerning the fees for air-conditioning service, school exercise books and miscellaneous items 2017/2018

本年度之冷氣費、簿費及雜費為每名學生\$300 (冷氣費：\$200、簿費及雜費：\$100)。學生可以下列方式繳費：

The total amount of fees for air-conditioning service, school exercise books and miscellaneous items is \$300 (air-conditioning service: \$200, school exercise books and miscellaneous items: \$100). Students are encouraged to pay by the following payment methods:

繳費方式* Payment methods*	詳情 Details
支票 Cheque	支票抬頭為「保良局何蔭棠中學法團校董會」， <u>支票背面必須寫上學生姓名及學號</u> ，並於十月十二日早上班主任節直接交予班主任。 Cheque made payable to "The IMC of Po Leung Kuk Celine Ho Yam Tong College" and <u>the student's name and class number must be written on the back</u> . Students are required to submit the cheque to the class teacher on 12 th October.
現金 Cash	於十月十二日早上班主任節直接交予班主任。 To be submitted to the class teacher in the class teacher period on 12 th October.

*根據銀行表示，由於學生人數眾多，若以櫃員機或到銀行直接存入本校戶口將收取服務費，故不建議使用。

*Because of the number of students of the College, making a deposit through ATM or the bank in our College account would result in a service charge. Therefore, such payment method is not recommended.

請家長簽妥回條後，囑咐學生於十月十二日交回班主任。

Please complete the reply slip and remind your child to return it to the class teacher on 12th October.

此致
貴家長/監護人
Thank you for your kind attention.

麥添亮校長啟
Mr. T. L. Mak
Principal

二零一七年十月四日
4th October 2017

回條
Reply Slip

有關學校通訊第 15 號「2017/2018 冷氣費、簿費及雜費事宜」業已閱悉。
I have been clearly informed about the matters enlisted in School Circular no.15 "Matters concerning the fees for air-conditioning service, school exercise books and miscellaneous items 2017/2018".

請在適合的空格加上✓號：
Please put a tick "✓" in the appropriate box:

- *小兒/小女將於十月十二日把有關費用以支票方式交予班主任。
*My son/daughter will pay the fee by cheque to the class teacher on 12th October (cheque no: _____).
- *小兒/小女將於十月十二日把現金\$300 交予班主任。
*My son/daughter will pay the fee by cash to the class teacher on 12th October.

此覆
保良局何蔭棠中學校長
To the Principal
Po Leung Kuk Celine Ho Yam Tong College

學生姓名：_____
Student's name
班 別：_____ ()
Class
家長/監護人簽署：_____
Signature of Parent/ Guardian

二零一七年十月 日
Date: _____

