

Po Leung Kuk
Tam Au-Yeung Siu Fong Memorial Kindergarten
Tel.: 2311 3871

15th December, 2023

Collection of Miscellaneous Fee and Exercise Book Fee
(2023-2024 K2 2nd Semester)

Dear Parents,

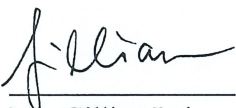
Enclosed is the list of required learning materials, stationery, art supplies, and other essential items for the K2 class for the 2nd Semester of the 2023/24 academic year. Parents may choose to purchase these items independently or authorize the school to procure them on their behalf. The total cost for the complete set of items is **\$625.-**. You may specify the quantities of individual items required in the designated section and calculate the corresponding amount.

The related fees will be collected along with the tuition fee of **\$593.-** in mid-January 2024 via Autopay, with the precise transfer date to be confirmed later. For those not utilizing Autopay, please submit a crossed cheque (made payable to **Po Leung Kuk Tam Au-Yeung Siu Fong Memorial Kindergarten**) along with the completed reply slip to your child’s class teacher no later than December 20, 2023. Cash payments must be made in person at the school office.

For any inquiries, please contact the school office at 2311 3871.

Thank you for your cooperation.

Yours faithfully,



Ms. Gillian Lai
Headmistress

Reply Slip

Please note that the purchase of educational supplies or services is entirely voluntary. Parents may choose to purchase them from the school based on individual needs, or they may opt to buy or obtain the relevant educational supplies/services through other means.

I ☐ agree / ☐ disagree to entrust the school to order the following items on my behalf, and I am enclosing the amount \$_____.

	Item	Publisher	Price	☒	amount	Subtotal (\$)	Full set
A. Textbook	Parents purchase from bookstores	/	/	☐	/	\$	/
B. Visual art materials	Art and craft paper		\$15.00	☐	1	\$	\$100.00 ☐
	Colouring supplies		\$35.00	☐	1	\$	
	Art and craft materials		\$20.00	☐	1	\$	
	Other		\$30.00	☐	1	\$	
Subtotal :						\$	
C. Exercise books and Stationery	Theme activity exercise books (9 books)		\$125.00	☐	1	\$	\$205.00 ☐
	Stationery: pencil, eraser, ruler, scissors, glue, white glue		\$80.00	☐	1	\$	
Subtotal :						\$	
D. Other	Theme activity materials		\$120.00	☐	1	\$	\$320.00 ☐
	Special event materials		\$200.00	☐	1	\$	
Subtotal :						\$	
Total : \$							

* Please tick as appropriate

Student’s Name : _____ Class : _____