



## Confucius Hall Secondary School

4<sup>th</sup> September, 2018

Dear Parent or Guardian,

Ordering of English Teaching & Learning Materials for Class 1E (1)

The English Department is going to order textbooks on behalf of students. In addition, a folder is required for inspection purposes. Please hand in the reply slip and the relevant payment to the class teacher on or before 8<sup>th</sup> September 2018. The details are as follows.

| Items   | Price |
|---|-------|
| 1. Longman English Edge JS 1A (2017 Ed.)                | \$177 |
| 2. Longman English Edge JS 1B (2017 Ed.)                | \$177 |
| 3. Longman English Edge Listening Book JS 1A (2017 Ed.) | \$77  |
| 4. Longman English Edge Listening Book JS 1B (2017 Ed.) | \$77  |
| 5. Folder   | \$6   |
| Total:  | \$514 |

If you have any further questions, please do not hesitate to contact our English teachers.

Yours faithfully,  
English Department  
Confucius Hall Secondary School

**Reply Slip**

Dear Principal,

Being the parent/guardian of \_\_\_\_\_ ( ) in class \_\_\_\_\_, I agree to entrust the school to buy the above items.

Please find the relevant payment (in cash or by cheque made payable to Confucius Hall Secondary School) attached.

|                    |
|--------------------|
| Folder & textbooks |
| Total (\$): 514    |

Parent's Signature: \_\_\_\_\_

Parent's name: \_\_\_\_\_

Mobile Phone No.: \_\_\_\_\_