



Confucius Hall Secondary School

4th September, 2018

Dear Parent or Guardian,

Ordering of English Teaching & Learning Materials for Class 2/3 (A)

The English Department is going to order textbooks and *South China Morning Post and Young Post* on behalf of students. We will use *South China Morning Post and Young Post* for students' reading sessions on a weekly basis (uniform test period, examination period and school holiday will be excluded) in the 2018-2019 academic year. A folder is required for inspection purposes. Please hand in the reply slip and the relevant payment to the class teacher on or before 8th September, 2018. The details are as follows.

Items	Price
1. Longman English Edge JS 3A (2017 Ed.)	\$182
2. Longman English Edge JS 3B (2017 Ed.)	\$182
3. Pearson Cutting Edge Textbook & DVD (Pre-intermediate)	\$304
4. South China Morning Post and Young Post	\$65 (25 copies, \$2.6 per day)
5. Folder	\$6
Total:	\$739

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.

<i>South China Morning Post & Folder & textbooks</i>
Total (\$): 739

Parent's Signature: _____

Parent's name: _____

Mobile Phone No.: _____