To: Parents/Guardians,

**Lunch Catering Service — October**

The school has arranged the lunch catering services for the pupils for the month of September, 2003 and we hope that pupils enjoyed the meals provided by the Catering Company. Now we have to prepare for the lunch ordering for the month of October, 2003. Parents who are interested to order lunch boxes for your children for the month of October, 2003 are invited to note the detailed arrangement of lunch ordering as follows:

Name of Catering Service Company: Fruit Paradise  
Shop 5, G/F.,  
49 Tung Lo Wan Road, Causeway Bay, Hong Kong.

Cost per lunch box: $12.00 per box  
Total Amount for October: $264.00

Choice of food: Choose one kind of lunch box among the three choices (rice, sandwiches and pasta) every day

Way to order:  
-- Firstly fill in the Order Form and make the choice for each day.  
-- Secondly pay the order amount by:  
  • Depositing the total amount into the account of the catering service company at BEA Bank (please contact the Class Teacher for the deposit slip) and handing in the pay-in slip copy together with the Order Form to the Class Teacher; or  
  • Paying the total amount by cheque made in the name of “Fruit Paradise” and handing in to the Class Teacher together with the Order Form; or  
  • Paying the total amount to Fruit Paradise in cash and handing in the Order Form to them direct.

Please note that lunch boxes would be ordered on a monthly basis. If a child is sick and does not come to school, parents should advise the school about the absence of the child and cancellation of the lunch box before 8:30 a.m. and the lunch box will be cancelled. The amount will be used to offset the order in the following month. However, if the school has not been informed before 8:30 a.m. and the lunch box cannot be cancelled. Under such circumstance, no money can be refunded.

In order for the school and the catering service company to make the proper arrangement, parents who are interested to order lunch boxes for your child is requested to fill in the order form, pay the ordered amount and send the Order Form to the School before 22nd September, 2003. **Late participants will not be entertained.**

Thank you for your attention and co-operation.

Mrs. TANG LEUNG Yuet-may  
Headmistress
Seize the Day & Seize the Day & Seize the Day & Seize the Day & Seize the Day

Our Vision:
Develop fully pupils’ potentials
Equip them with life-long learning skills
Help them integrate into local community
Develop a global outlook

Our Mission:
It is our mission to provide a positive learning environment that enhances each child's opportunity to learn and to develop through educational programme which recognizes the need for growth in moral, intellectual, physical, social and athletic skills, knowledge and attitude.

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**Reply Slip**

**Notice No.: 20/03-04**

**Lunch Catering Service -- October**

*(Please return to the Class Teacher on or before 22nd September, 2003)*

Date: ________________

To: Headmistress,

I have read the School Notice No. 20 dated, 11th September, 2003 and fully understand its content.

☐ I would like to order lunch boxes for my child.

☐ I would not order lunch boxes for my child.

Pupil's Name: ________________________________ ( ) Class: ________________

Parent's/Guardian's Signature: ____________________________________________

Parent's/Guardian's Name in BLOCK LETTERS: ______________________________

☐ Please tick the appropriate box.