To: Parents/Guardians,

**Lunch Catering Service -- April**

The school is now in the process of ordering lunch for the month of April 2004. Parents who are interested to order lunch boxes for their children for the month of April, 2004 are therefore, 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 April:** $144.00

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

**How to order:**
- Fill in the Order Form and make the choice for each day.
- Then pay the order amount by:
  - Depositing the total amount into the account of the catering service company at BEA Bank and handing in the pay-in slip 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 refunded to you in the following month. However, if the school has not been informed before 8:30 a.m. 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 their child are requested to fill in the order form, pay the ordered amount and send the Order Form to the School before 22nd March, 2004. **Late participants will not be entertained.**

Thank you for your attention and co-operation.
Reply Slip  
Notice No. 118/03-04  
Lunch Catering Service -- April  
(Please return to the Class Teacher on or before 22nd March, 2004)

Date: ___________________

To: Headmistress,

I have read the School Notice No. 118 dated, 15th March 2004 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 / Guardian's signature: _____________________________________________

Parent / Guardian's name in BLOCK LETTERS: _______________________________

☐ Please tick the appropriate box.