



8<sup>th</sup> November 2016

Dear Parents/ Guardians:

**Community Chest Dress Casual Day**

In response to the Community Chest fund raising activities, the Community Chest dress casual day will be held on 21<sup>st</sup> December, 2016 (Wednesday), the Christmas Worship Day. Students who join this worthy cause can dress casual outfit to participate in the Christmas Worship and the Christmas party by donating at least HK\$10. In order to comply with the school’s simple school spirit, casual clothes should be neat, simple and decent while appearance and hair style should be the same as the normal school days

This is a public welfare activity so students are free to participate. The collected donation will be fully transferred to the Community Chest. We look forward to your generous support.

Yours faithfully,

Principal of Lock Tao Secondary School

✂.....

Reference No : 067A/16-17

To Principal:

**Community Chest Dress Casual Day**

I am the parent of \_\_\_\_\_ of class \_\_\_\_\_ ( ) and I acknowledge reading the notice on the “ Community Chest Dress Casual Day” and I

- will donate HK\$\_\_\_\_\_ and will return the reply slip to the class teacher.
- will not donate °

Name of parent / guardian : \_\_\_\_\_

Signature of parent/ guardian : \_\_\_\_\_

Date : \_\_\_\_\_