



ST. CLARE'S GIRLS' SCHOOL

50 MOUNT DAVIS ROAD,
HONG KONG

Web Page : www.stclare.edu.hk
E-mail : info@stclare.edu.hk

Tel : 2817 1764
Fax : 2855 8420

15 September 2021

Dear Parents,

Ordering of "DCL 2021 Edition Compel Classical" for Chinese Language 2021-2022

Please be informed that the school is going to place an order of the following textbook for your daughter (Name: _____ Class: ____ Class No.: ____) in this academic year:

Book Title	Publisher	Unit Price
DCL 2021 Edition Compel Classical	Keys Press	\$45

The said fee will be debited from the auto pay account on 25 October 2021. Please ensure the amount to be deposited into the autopay account. An administration fee of \$150 or less (depending on individual banks) will be charged by the bank should there be insufficient funds in the account to meet the authorized debit. Parents will be further reminded of the amount and due date by circular and SMS prior to the debit.

Parents who do not have an auto pay account can choose to pay the fee at the school office by cash, or cheques made payable to "The IMC of St. Clare's Girls' School" on or before 25 October 2021.

Please complete and return the reply slip to Ms. Y.L. Kwan on or before 20 September 2021. For any further enquiries, please contact the teacher-in-charge on 28171764.

Thank you for your attention.

Yours sincerely,

Mrs. Cherry Chan
Principal



-----Reply-Slip-----

To: St. Clare's Girls' School

Notice No.2122022

Ordering of "DCL 2021 Edition Compel Classical" for Chinese Language 2021-2022

We have read the above letter and understand the arrangement of the book ordering as listed above.

Student Name

Parent's Signature

Class & Class Number

Date



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敬啟者：

補購 2021-2022 中國語文科《指定文言經典精編 2021》課本

為方便 貴子弟(姓名:_____班別:_____班號:_____)補購啟思出版社《指定文言經典精編 2021》，現經由學校代購。詳情如下：

補購課本	出版社	價格
《指定文言經典精編 2021》	啟思出版社	\$45

本通告所列費用將於十月二十五日以自動轉賬方式從家長所提供的銀行戶口中扣除。請家長在轉賬日期前將費用存入付款的銀行戶口內，若戶口存款不足而無法扣取所需款項，有關扣賬銀行會收取不多於港幣 150 元的手續費（視乎個別銀行而定）。本校在轉賬前將會以短信形式提醒家長自動轉賬日期及費用。

凡未有申請以自動轉賬繳費的家長，必須到校務處以現金或支票繳交費用，繳費日期為十月二十五日或以前。如以支票繳交，支票抬頭為：「聖嘉勒女書院法團校董會」。

敬請細閱並簽妥回條，於九月二十日或之前交回關綺玲負責老師。如有垂詢，請致電 28171764 聯絡負責老師。

此致

貴家長

校長陳黃碧瑜謹啟

二零二一年九月十五日