



Po Leung Kuk
Lo Kit Sing (1983) College

保良局羅傑承(一九八三)中學

Cheung Hong Estate, Tsing Yi, N.T., Hong Kong

香港新界青衣長康邨

Tel: 2497 7110
Fax: 2431 1156

Dear Parents,
各位家長：

P18072

2018-2019 Refund of F.6 Graduates e-Payment Account Balance
2018-2019 年度中六畢業生電子繳費系統結餘退款事宜

The e-Payment balance of F.6 Graduates will be returned to parents by cheque in the Graduation Ceremony held on 28th June, 2019. Please confirm the name of payee of the cheque by replying the slip below and return to Form Teacher on or before 18th January, 2019.

中六畢業生之電子繳費系統結餘，將於二零一九年六月二十八日舉行之畢業禮當日，以支票形式交予學生退還家長。請簽署確認支票抬頭人姓名正確無誤，如需改動，請提供支票抬頭人姓名(需有銀行戶口)，並著學生於二零一九年一月十八日或之前將回條交還班主任。

From now on, please do not make any transactions or add value to the e-Payment account. Should there be any enquiries, please contact Miss Pisto Chu at 2497 7110.

自今天(二零一九年一月十五日)起，同學切勿在電子繳費系統作任何繳費或增值。如有疑問可致電 2497 7110 與校務處朱小姐聯絡。

Name of Student
學生姓名(CSNO)：

Po Leung Kuk Lo Kit Sing (1983) College
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e-Payment account balance
電子繳費系統結餘：

Name of the Payee
支票抬頭人姓名：

Law Wing Chung, Principal 羅穎忠校長
15th January, 2019 二零一九年一月十五日



Reply slip 回條

P18072

I acknowledge the above captioned circular concerning the Refund of e-Payment account balance, and 已知悉學校來函有關電子繳費系統結餘退款安排事宜，並

confirmed that the e-Payment account balance and the name of payee of the cheque are
確認電子繳費系統結餘 及支票抬頭人為

confirmed that the e-Payment account balance and change the name of payee of the cheque to be
確認電子繳費系統結餘 及更改支票抬頭人為：

結餘少於\$200 將以現金形式
著同學退還予家長
Refund by cash if the e-Payment
balance is below \$200

Name of Student 學生姓名：_____

Name of Guardian 監護人姓名：_____ (Block Letters 中文正楷)

Signature of Guardian 監護人簽署：_____

Date 日期：_____