



3rd November, 2023

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 20th December, 2023 (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

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Reference No.: 066/23-24

To Principal:

Community Chest Dress Casual Day

I am the parent/guardian of _____ (Name) of Class _____ (Class No.: _____).

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 : _____