



# PTSA Bus Application Form

2<sup>nd</sup> Half School Year (1<sup>st</sup> Feb 2017 to 30<sup>th</sup> Jun 2017)

(One application per family)

**TWO** student photos

Photos must be:

- Original
- Passport-sized
- Recently taken

Glue on this space

I wish to apply for the following student(s) to use the school bus service provided by Citybus Limited for the second half of the school year 2016/17 and I agree to abide by the rules accompanying this application. I acknowledge that Citybus Limited shall be solely responsible for carrying out the provision of the said school bus service and that the role of Sha Tin College P.T.A. Ltd is confined to facilitating the arrangement of such provision. I further acknowledge that Sha Tin College P.T.A. Ltd. shall not be responsible for any injuries, losses, liabilities and costs arising from the use of the said school bus service. I understand that the school bus fees are non-refundable.

**TWO** sibling's photos

Photos must be:

- Original
- Passport-sized
- Recently taken

If any sibling want to take bus, glue on this space

## PARENT'S OR GUARDIAN'S INFORMATION - Please circle one

(Mr. / Mrs. / Ms.) LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ (H/W) MOBILE: \_\_\_\_\_ FAX: \_\_\_\_\_ (H/W)

E-MAIL: \_\_\_\_\_

PARENT'S SIGNATURE \_\_\_\_\_ DATE SUBMITTED \_\_\_\_\_

Name/s of Student/s	YEAR AND HOUSE (e.g. 7P1)	BUS ROUTE (e.g. SC2)	BUS STOP (e.g. Main entrance of Ravana Garden)	2 <sup>nd</sup> HALF SCHOOL YEAR BUS FEES (SEE ATTACHED SCHEDULE)	For Yr 11 & Yr 13 student ONLY  3 months bus fees
<b>Grand Total (HKD)</b>				<b>\$</b>	

Please make a crossed cheque payable to: **Sha Tin College Parent Teacher Association Ltd.** and return it to Sha Tin College PTSA, No. 3 Lai Wo Lane, Sui Wo Road, Fo Tan, Sha Tin, Hong Kong by 25<sup>th</sup> January 2017.

Receipt is not normally issued. If you require a receipt please tick the box:

### **CHECKLIST: HAVE YOU ENCLOSED THESE DOCUMENTS?**

1. A crossed cheque made payable to "Sha Tin College Parent Teacher Association Ltd."
2. A self-addressed stamped envelope for posting of bus pass (es)/ receipt to you.
3. Photos glued on the application form.

### **Sha Tin College PTSA Use Only:**

Cheque Amount: \_\_\_\_\_ Cheque No.: \_\_\_\_\_ Payment Date: \_\_\_\_\_ Date Received: \_\_\_\_\_