



October 4 2017

Dear Parents,

Re: Invitation to the Parent Manager Election on October 13 2017 (Friday)

Further to my letter dated September 18 2017 serving to notify you of the captioned event, I would like to invite all of you again to attend our Parent Manager Election on October 13 2017 at 8:00 p.m. at MPS School Hall. Attached please find the “Candidates List” prepared by the returning officer.

Your attendance to show support is of utmost importance. In order to help us prepare well for the Parent Manager Election, please complete the Reply Slip by indicating the number of person(s) who will be attending the function and have it returned to the School Office via your Class Teacher by October 9 2017 (Monday).

Thank you for your kind attention and I am looking forward to meeting you at our Parent Manger Election on October 13 2017 (Friday).

Yours sincerely,

Mr. Harry Li
Chairperson
MPS-PTA 2016 – 2017

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Reply Slip

I will / will not* attend the Parent Manager Election on October 13 2017.

Please reserve seats for _____ person(s).

Name of student: _____

Class: _____ ()

Name of parent: _____

Contact no.: _____

Parent's signature: _____

* *delete as appropriate*