

Ref: LGi/JW

9 January 2014

Dear Parent/Carer

Re: Final Payment for trip to Le Château du Tertre, France – 26–30 March 2014

I am writing to thank you for the instalment of £100.00 that you made for the above trip and to ask you for the final payment. This is for the sum of **£263** (payable to Fulford School Fund) and needs to be paid by Tuesday 21 January 2014. Please could you also complete the attached medical/consent form and code of conduct and return both forms, together with your payment to the school office. Please could you ensure that your son/daughter has a valid passport and also a European Health Insurance Card as we will be collecting these in shortly.

I will write to you again with further details about the trip and the Parent's Information Evening that will be organised before our departure.

Yours sincerely

Miss L Gibbs
Modern Languages Department