

1st July 2010



German Exchange 2010/2011

Dear Parents

I am pleased to inform you formally that your child has successfully applied to take part in the German Exchange and I am now also able to give you accurate dates for the trip, which includes the German return visit in 2011.

The total cost (excluding spending money) comes to £370 leaving an outstanding balance of £310. However, please complete the reply slip below and return it, together with a cheque for the second instalment of £120, to the School Finance Office by Friday, 16th July 2010. The third instalment of £190 will be due in September. I very much regret the increase in price but as you are aware, air travel and fuel prices have been unstable and I have found airlines to have increased their prices considerably. The price includes activities with the German group upon their visit here next year. Please note that with the payment of the deposit all parents are liable for the full amount unless a replacement can be found.

Our dates this year as follows: We will be leaving on **Saturday, 2nd October** and return on **Saturday, 8th October 2010**. For the return visit we have arranged the week between **Friday, 18th and Friday, 25th March 2011**, which will be entirely during term time.

Please feel free to contact the German department if you have any remaining queries (sshafer@stgeorges.herts.sch.uk or 01582 765477 ext 214).

Yours sincerely,

Mrs S Shafer
(Head of German)

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Pupil's Name: _____ Tutor: _____

Please enter name exactly as stated in your child's passport as we need this for accurate flight bookings.

Please tick as appropriate:

- I enclosed the balance of £120.00 (cheque payable to "St George's School")
- I have paid by "ParentPay"
- I would like to pay via boarders' disbursement

Signed: _____ (parent/guardian)

Please return to the School Finance Office by Friday, 16th July 2010 latest .