

25th June, 2009

Dear Parents and Guardians of _____,
from _____ team

RE: Extra Training of Sports Team During the Summer Holiday

As the Inter-school sports competitions will be held in the middle of October, or early in November, we would like to organize the extra training for some of the sports teams during the summer holiday. We would like to organize friendly matches with other schools during the summer holiday in order to enrich our students' experience. The details are listed below for your reference.

It is not a compulsory session for sports teams but we highly encourage our students to join in, so as to prepare for competitions.

The cheque should be made payable to "HKUGA College" and it should be handed in to the school office at the first training session.

If you have any queries then please contact Esther Li via e-mail,
esther.li@hkugac.edu.hk .

Yours sincerely,

Esther Li
The Head of PE Department