



LKWFS Lau Tak Yung Memorial School
Parent-Teacher Association

Address: 263 Wu Chui Road, Tuen Mun Contact number: 2404 5333 / 2441 1772

PTA22-003E

Dear Parents/Guardians,

8th September 2023

Regarding the “Election of Executive Committee of Parent-Teacher Association”

The Parent-Teacher Association has always actively organized various activities, such as parent-child trips, fundraising activities, parent interest classes, etc. By participating in school activities, parents not only improve the parent-child relationship, but also develop a better understanding of their child’s campus life. This year the executive committee election will be held on Saturday, 21st October 2023. Parents are welcome to participate in this election. The rules of this election are as follows:

Number of PTA committee members:	7 (including 1 chairperson, 6 executive committees)
Participation method:	1. Get the registration form from the school office and return it along with the platform to the school office on or before Tuesday, 3 rd October, 2023. 2. Submit the manifesto through the following electronic form https://forms.gle/hyws5MG5DDw5oCvGA and provide one recent photo.
Candidate Eligibility:	Parents or guardians of students currently attending the school, including their guardians or actual custodians, are eligible to be candidates.

Your support is the key to our success. We strongly encourage parents to join this election.

Yours faithfully,
Ms. Cheng Chek Ying

Election Director of the Parent-Teacher Association Executive Committee

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Reply Slip (PTA22-003E)

Dear Principal,

I have read and understood the circular of “**Election of Executive Committee of Parent-Teacher Association**” and I * **have decided to** / **will not** participate the above election and become a candidate. I will go to the school office later to receive a form to fill in my election platform or submit the electronic form via the internet.

Class () Student Name: _____

Parent’s/Guardian’s Signature: _____

Parent’s/Guardian’s Name: _____

Contact Number: _____

Date: _____

*Please tick ✓ as appropriate