

Ref: PGPS/2017/01/23

7 February 2017

Dear PGPS Parents/Guardians,

**Edusave Standing Order For Fees and Enrichment Programmes – Singapore Citizens only**

1. All Singapore Citizens aged 7 to 16 have an Edusave Account that they can utilise for 2<sup>nd</sup>-tier miscellaneous fee and school programmes (egs. school camp and learning journeys). You need to sign an Authorization Form for the school to withdraw fund from your child's/ward's edusave account for each fee/programme conducted.
2. In order to streamline the process, we have replaced the ad-hoc Authorization Form with the Standing Order Form that authorizes Punggol Green Primary School to withdraw fund from your child's Edusave account to pay for fees/programmes conducted in school. Please complete the attached Standing Order Form and return it to your child's/ward's Form Teacher by **10 February 2017**.
3. For **non-Singapore Citizens**, you will be informed of the fees to pay via cash/cheque at the school counter for each programme conducted.
4. We will inform you of the planned enrichment programmes and seek your consent for your child/ward to participate.

Thank you.

Yours sincerely,

Mrs. Seah Lay Tin

Principal