



Dear Parents,

The Kowloon Junior School Parent Teacher Association (KJSPTA), a non-profit organization, seeks your support for our Annual School Fair on **12th March 2016 (Saturday)**. The theme of our school fair 2016 is **“BE GREEN, THINK GREEN, LIVE GREEN”**.

This is the third School Fair that will be held at this new site and we are already working hard for it to be an exciting event. The fair provides an occasion for children, parents, families and staff to come together for a day of fun and entertainment while raising funds to develop and enhance the student's learning environment.

This year, we aim to raise funds to establish a “Living Classroom” on the school rooftop.

A big thank you to all the parents who have already donated cash or prizes for the Raffle Draw. We are always grateful for your continuous support. The fair is a huge event, therefore if you still wish to donate, we are still accepting donations in cash, or items such as old books, CDs, DVDs in good condition, new toys and stationery items, household appliances and book vouchers. Please pass your donations to the PTA administrators. These items will be resold at either a counter or the live auction.

Names of the companies or individuals donating to the School Fair 2016 will be listed on the KJS Fair website. Major sponsors (in cash or kind) will be featured in the School Fair souvenir programme (A5 size booklet) to be distributed to all families and visitors at the School Fair.

For the school fair to be a success we also need your assistance. We would appreciate your help **PRIOR** to the Fair and **DURING** the fair, in the following areas: counting of raffle tickets, sorting prizes and donations, selling donated items such as CDs, DVDs, toys and books, and, helping at the games stalls to collect cash coupons. Please do to sign up to volunteer your time. We need all hands on deck and **any amount of help will be appreciated**.

Should you have any queries regarding the donations or volunteers, please feel free to contact Ms. Candy So or Ms. Naomi Chow, PTA Administrators at email: pta@kjs.edu.hk.

If you are interested in donating or volunteering for the School Fair, please complete and return the form attached on **or before 19 February, 2016**.

We look forward to hearing from you soon and thank you in advance for your support.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'William Wan'.

William Wan
Chairperson
KJSPTA
Encl.

Please complete and send the form to KJS Parent Teacher Association Limited via email: pta@kjs.edu.hk or via your child's class teacher

**Kowloon Junior School Fair
12th March 2016**

PARENT/ FAMILY SPONSORSHIP FORM

I am pleased to support the Kowloon Junior School Annual School Fair by sponsoring
(Please tick appropriate):

- A cash/cheque donation of _____ (please fill in the amount).
- Donating the following item for auction _____ (please state the item/s and value).
- Donating small stationery items / gifts as prizes for games.
- Donating new toys / toy samples.
- For cash donations, please send to the PTA office in an envelope addressed to Ms Candy or Ms Naomi Chow, PTA Administrators.
- For cheque donations, please make the cheque payable to **Kowloon Junior School P.T.A. Ltd.** and send to the PTA office.
- If you are donating gifts, please indicate your child's name, class and the value of the gift and put the information on the item. Please deliver the gift to the PTA Office from 8:00 a.m. to 11:00am, 2:30 to 3:30pm on Monday to Friday. Thank you.

Name of Parent: _____ Contact Phone #: _____

E-mail address: _____

Name of Child: _____ Class: _____

Please complete the form and send it to KJS Parent Teacher Association Limited (KJSPTA) via email: pta@kjs.edu.hk or hand in to PTA shop ON or BEFORE 26th February 2016

**Kowloon Junior School Fair
12th March 2016**

VOLUNTEER HELPER SIGNUP FORM

I would like to assist with the following tasks for the School Fair (Please tick appropriate):

BEFORE THE FAIR

- Volunteer helper for sorting prizes before the Fair
- Volunteer helper to count raffle tickets before the Fair (during school hours from 11th February to 11th March 2016).

Please indicate the time slot(s) which you are able to help:

- 9:30-10:30 10:30-11:30 11:30-12:30
- 12:30-13:00

AT THE FAIR

- Prepare food for sale at the “International Food Fair by Parents”
Please indicate the national food you would like to prepare:
 Chinese Indian Japanese Korean Filipino Western
- Volunteer helper to sell food at the “International Food Fair by Parents”
Please indicate the national group you would like to join:
 Chinese Indian Japanese Korean Filipino Western
- Volunteer helper for game stalls, counting of coupons, selling of old books and DVDs and CDs at the Fair.

Please indicate the time slot(s) which you are able to help:

- 11:30-12:30 12:30-13:30 13:30-14:30 14:30-15:30
- 15:30-16:30 16:30-17:00

Name of parent: _____

(In capital letters please. Your name will be listed on the School Fair booklet as a volunteer)

Name and class of child: _____

Email: _____ Contact phone #: _____