



St. Joseph's College

7 Kennedy Road, Central, Hong Kong.
Tel: 2524 5663, 2523 1710 Fax: 2877 0232

St Joseph's College Endowment Fund

I am writing to you for support on the launch of the St Joseph's College Endowment Fund. This fund will be managed by the Trustees of SJC Foundation Ltd.

The purpose of the Endowment Fund is to provide funding for expenditure not covered by the Government Education Department grant. One particular pressing need is the engagement of extra teachers for "split class" teachings. In the past, the College used certain Government grants to recruit these extra teachers. As all these grants have been terminated recently, the College needs extra funding to carry on with the existing programs and may be even introducing new programs to assist the students to achieve a higher level of academic excellence.

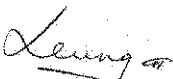
We recognize that we are not launching the Endowment Fund in the best of times. In the midst of the current financial crisis, the Old Boys' Association has devised a convenient and least-burdensome way for Josephians to contribute to the Fund by monthly direct debit contribution. It is my wish that with a recurring cash flow, the College will be in a position to introduce sustainable programs knowing that the required funding will be forthcoming.

All members of the St Joseph's College Old Boys' Association Executive Committee have already pledged their support to the Endowment Fund by each contributing HK\$300 per month. Now I am seeking your support with the expectation that the rest of the old boys community will react favourably when this fund-raising campaign is launched on the Old Boys' official website.

The bank direct debit authorization form is attached with this letter and I urge your full support of the program by filling in your banking details and the contribution amount. Please return the signed form to Ms Esther Lee, St Joseph's College, 7 Kennedy Road, Hong Kong.

If you prefer to contribute to the Endowment Fund by a single one-time payment, that is also welcome.

Yours truly


C.H. Leung
Principal

The SJCOBA strongly supports and recommends

Endowment Fund Donation - (Must be returned to SJC for processing)

To Saint Joseph's College Foundation Limited

c/o St Joseph's College - Attn. Ms Esther Lee, 7 Kennedy Road, Hong Kong (T :36524877)

1. By Direct Debit Authorisation to Foundation's HSBC account to be completed /signed and attached herewith.
2. All donations of HK\$100 or above will be tax deductible in HK.
3. To save administrative expenses, Foundation receipts for your annual donations will be issued in April each year in the name and posted to your mailing address you will enter below unless you specifically request otherwise.

<p>Donor's information :</p> <p>I am:</p> <p><input type="checkbox"/> Old boy - Form 5 year _____ / left SJC in year _____</p> <p><input type="checkbox"/> Parent of: _____ (Form /Primary _____)</p> <p><input type="checkbox"/> Contact Telephone Number _____</p> <p><input type="checkbox"/> Email address _____</p>	<p>Mailing address [BLOCK LETTERS please]</p> <p>Name : _____</p> <p>Address: _____ _____ _____ _____</p>
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Visit www.sjcoba.com for more details on SJCOBA.

For old boys, to join SJCOBA, visit <https://www.sjcoba.org/publish/enrolment.asp>:
Lifetime Membership Fee is **HK\$100** (if paying by cheque) or **US\$12.99** (if paying by PayPal). HK residents may pay by cheque or PayPal, but **non-HK residents must pay by PayPal.**

Thank you!!

SJCOBA

DIRECT DEBIT AUTHORISATION 直接付款授權書

Date 日期	day 日 / month 月 / year 年

- Note 注意:**
- Please tick where applicable. 請在適當的地方加上副號。
 - For HSBC customers, please return the completed form to the Bank or mail to Automatic Payments Centre, Payment Services at P O Box 72677, Kowloon Central Post Office, Kowloon, Hong Kong. You may also set up the direct debit authorisation through HSBC Internet Banking. For non-HSBC customers, please complete and return this form to your banker. 如屬滙豐客戶，請將已填妥的表格交回本行或寄回九龍中央郵政局郵政信箱 72677 號匯款服務自動轉賬中心。您亦可透過滙豐網上理財設立直接付款授權。如非滙豐客戶，請將此填妥並蓋印授權書交給貴戶的往來銀行。
 - Your Direct Debit Authorisation set up request will normally be processed within 4 working days (excluding Saturday, Sunday and public holiday) upon receipt of your form. 在一般情況下，本行將在收到您的直接付款授權的設立申請表後四個工作天內（不包括星期六、日及公眾假期）處理您的申請。

Name of Party to be Credited (<i>The Beneficiary</i>) 收款的一方 (表款人) Saint Joseph's College Foundation Limited		Bank No. 銀行號碼 0 0 4	Branch No. 分行號碼 0 4 7	Account No. 戶口號碼 8 4 2 6 5 3 2 9 2
My/Our Bank Name and Branch 本人(等)的銀行及分行的名稱		Bank No. 銀行號碼	Branch No. 分行號碼	My/Our Account No. 本人(等)的戶口號碼
My/Our Name(s) as recorded on Statement/Passbook (<i>in Block Letters</i>) 本人(等)在結單/存摺上所紀錄的名稱 (請以英文正體填寫)				
Contact Telephone No. 聯絡電話號碼	Maximum Limit for 最高付款限額 <i>Note 注意: If blank, the debtor's bank will set as "unlimited". 如無填寫，付款銀行會將轉賬額設定為「不設上限」。</i> <input type="radio"/> Each Payment 每次 <input checked="" type="radio"/> Each Month 每月 HK\$300.00		Expiry Date (<i>day/month/year</i>) 到期日 (日/月/年) <i>Note 注意: If blank, this authorisation shall have effect until further notice and Expiry Date should be greater than 3 months. 如無填寫，此直接付款授權書將無限期有效直至另行通知及到期日必須大於三個月。</i>	
My/Our Address as recorded on Statement/Passbook 本人(等)在結單/存摺上所紀錄的地址				
Debtor Name (<i>in Block Letters</i>) 付款人名稱 (請以英文正體填寫) <i>Note 注意: Please specify if other than Account Holder. 如非戶口持有人，請填寫。</i>		Debtor Reference (<i>Compulsory Field</i>) 付款人編號 (必須填寫) (Reference between yourself and the party to be credited 貴賬戶與收款一方的編號) For office use only		
Declaration 聲明				
<p>1. I/We hereby authorise my/our above named Bank to effect transfers from my/our account to that of the above named beneficiary in accordance with such instructions as my/our Bank may receive from the beneficiary and/or its banker and/or its banker's correspondent from time to time provided always that the amount of any one such transfer shall not exceed the limit indicated above. 本人(等)現授權本人(等)的上述銀行，(根據收款人或其往來銀行及/或代理行不時給予本人(等)銀行的指示)自本人(等)的戶口內轉賬予上述收款人。惟每次轉賬金額不得超過以上指定的限額。</p> <p>2. I/We agree that my/our Bank shall not be obliged to ascertain whether or not notice of any such transfer has been given to me/us. 本人(等)同意本人(等)的銀行毋須證實該等轉賬通知是否已交予本人(等)。</p> <p>3. I/We jointly and severally accept full responsibility for any overdraft (or increase in existing overdraft) on my/our account which may arise as a result of any such transfer(s). 如因該等轉賬而令本人(等)的戶口出現透支(或令現時的透支增加)，本人(等)願共同及個別承擔全部責任。</p> <p>4. I/We agree that should there be insufficient funds in my/our account to meet any transfer hereby authorised, my/our Bank shall be entitled, in its discretion, not to effect such transfer in which event the Bank may make the usual charge and that it may cancel this authorisation at any time on one week's written notice. 本人(等)同意如本人(等)的戶口並無足夠款項支付該等授權轉賬，本人(等)的銀行有權不予轉賬，且銀行可收取慣常的收費，並可隨時以一星期書面通知取消本授權書。</p> <p>5. This direct debit authorisation shall have effect until further notice or until the expiry date written above (whichever shall first occur). I/We agree that if no transaction is performed on my/our account under such authorisation for a continuous period of 30 months, my/our Bank reserves the right to cancel the direct debit arrangement without prior notice to me/us, even though the authorisation has not expired or there is no expiry date for the authorisation. 本直接付款授權書將繼續生效直至另行通知為止或直至上列到期日為止(以兩者中較早的日期為準)。本人(等)同意如本人(等)已設立直接付款授權的戶口連續三十個月內未有根據本授權書作出過賬的紀錄，本人(等)的銀行保留權利取消本直接付款安排而毋須另行通知本人(等)，即本授權書並未到期或未有註明授權到期日。</p> <p>6. I/We agree that any notice of cancellation or variation of this authorisation which I/we may give to my/our Bank shall be given at least two working days prior to the date on which such cancellation/variation is to take effect. 本人(等)同意，本人(等)取消或更改本授權書的任何通知，須於取消/更改生效日最少兩個工作天之前交予本人(等)的銀行。</p>				
My/Our Bank Account Signature(s) 本人(等)銀行戶口的簽名				
<p>X</p>				
For Bank Use Only 銀行專用	Remarks			Branch Chop