

25th January 2010

Dear Parent/Guardian

It is a college tradition to produce a yearbook each year and students love to look back on the memories in their yearbooks and the messages they collect in them. If your son or daughter would like a copy of the yearbook please fill in the slip below and return it in a sealed envelope marked "Year Book" with payment to the college's **Finance Post-box** by 12th February 2010. Cheques should be payable to Newmarket College, if you send cash please enclose the correct amount as no change can be given.

The minimum quantity for yearbook printing is 30 books. In the unlikely event that we do not reach this number your money will be returned, otherwise your payment cannot be refunded. Yearbooks should be delivered approximately 1 week before May half-term giving student's time for the all-important collection of signatures before their A-Level's begin.

Yours sincerely,

Mrs. E. Holness

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Name of Student: _____ Tutor Group: _____

I would like to order a copy of the 2010 Year13 yearbook and enclose payment of £15.00.

I understand that a refund will only be given in the event that the minimum number of 30 copies is not reached.

I enclose cash (correct amount only please, no change can be given).

I enclose a cheque payable to Newmarket College.

Signed: _____ Parent/Guardian