



ENROLMENT FORM

報名表

Invoice No.: _____

Receipt No.: _____

Student Information 學生資料

Name in English 英文姓名

Surname _____ First Name _____

Name in Chinese 中文姓名

Sex 性別 Male 男 Female 女 Date Of Birth 出生日期 _____ (YY/MM/DD)

Age 年齡 _____ Nickname 暱稱 _____

School Name 就讀學校 _____

School Year 就讀年級 _____

E-mail Address (if any) 電郵地址 (如有) _____

Allergy/Remarks (if any) 敏感或其他備註 (如有) _____

Parent/Guardian Information 家長/監護人資料

Parent Name 家長/監護人姓名 _____

Relationship 關係 _____

Mobile No. 流動電話 _____ Office Tel No. 辦公室電話 _____

Home Tel No. 住宅電話 _____

E-mail Address 電郵地址 _____

Address 通訊地址 (Please write in block letters 請以英文正楷填寫) _____

 HK 香港 KLN 九龍 NT 新界 Island 離島

Emergency Contact 緊急聯絡

Contact Name 聯絡人姓名 _____ Relationship 關係 _____

Contact No. 聯絡人電話 _____

Program Name and Preferred Time Schedule 課程名稱及合意時段

Program Name: _____

First Choice 首選 Start from 由 _____ (DD/MM/YY) Time schedule 時段 _____ S M T W T F S
 Second Choice 次選 Start from 由 _____ (DD/MM/YY) Time schedule 時段 _____ S M T W T F S
 Third Choice 第三選 Start from 由 _____ (DD/MM/YY) Time schedule 時段 _____ S M T W T F S

Terms & Conditions 條款及細則

(Please refer to our website www.toddlekids.com for detailed terms & conditions)

- All classes will normally be conducted in Cantonese. We can arrange classes in English upon prior request.
- Fees are payable in full in advance and are non-refundable and non-transferable once the course has been confirmed.
- Two make-up classes for each 8-lesson course can be arranged.
- We reserve the right of class cancellation due to under-enrolment or some other special circumstances.
- There will be one-off administration fee HK\$100 for new students.

Reservation and Payment Method 留位及繳費方法：

- **Mailing Payment:** cheques should be crossed and made payable to "TODDLE KIDS LIMITED". Please write student name and telephone number at the back and mail to 13/F, Hong Kong Chinese Bank Causeway Bay Centre, 42-44 Yee Wo Street, Causeway Bay. Receipts will be issued during the 1st lesson. Post-dated cheques are not acceptable.

郵寄支票付款：劃線支票抬頭請祈付 "TODDLE KIDS LIMITED" 連同此表格寄回銅鑼灣怡和街 42-44 號華人銀行東區大廈 13 樓全層，並在支票背後寫上學生姓名、所報讀之課程名稱及時段。收據會於收款後課程的第一課發出，請勿郵寄現金或現金支票，勿以期票付款。

- **Bank Transfer Payment:** You can also transfer payments to our "Hang Seng Bank" account (A/C Name: TODDLE KIDS LIMITED, A/C No : 228-261376-883). Please fax/ email the payment slip to 2890 8311/ art@toddlekids.com and bring back the original bank receipts to confirm with our receptionist on the first lesson.

銀行轉帳：閣下亦可前往任何一間「恆生銀行」或其所屬櫃員機繳交費用（戶口名稱：TODDLE KIDS LIMITED, 戶口號碼：228-261376-883）請於轉帳後，將銀行收據傳真/電郵致 2890 8311/art@toddlekids.com，並於第一堂帶回正式收據。

- **In-person Payment:** Please take this completed form to our center and pay by Cash or Cheque

親身繳款：請帶同此表格到本中心繳付現金或支票。

簽署 Signature

日期 Date

If you have any enquiries, please do not hesitate to contact us. Tel: 2890 8312 Fax: 2890 8311 Email: art@toddlekids.com

職員專用 [For Staff Use Only]

Enrolled Program Name

報讀課程名稱

Start Date

開課日期

Time

上課時間 _____

Course Fee 課程費用

Discount 優惠折扣

* Cash / Cheque / Bank-in

Remarks 備註

經手人

Prepared by :