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Headteacher: Mr M Warren

Tuesday 16<sup>th</sup> October 2018

RE: Italian trip: Urbania, Le Marche, July 2019

Dear parent/guardian,

I am writing to confirm your daughter's place and update you on the payment schedule for the Italian trip to Urbania from 5<sup>th</sup> -11<sup>th</sup> July 2019.

Thank you for paying the initial deposit of £200. In order to break down the final payments due I have outlined the payment schedule below:

£100 to paid by Monday 5<sup>th</sup> November  
£100 to paid by Monday 3<sup>rd</sup> December  
£100 to paid by Monday 4<sup>th</sup> February  
£100 to paid by Monday 4<sup>th</sup> March  
£100 to paid by Monday 1<sup>st</sup> April  
£100 to paid by Monday 6<sup>th</sup> May  
£100 (approximately) to be paid by Monday 3<sup>rd</sup> June

The full balance may be settled at any time before these dates.

The linguistic benefits of this trip are huge and previous participants have found the experience to be highly useful and rewarding as it is particularly tailored to their GCSE studies.

Please do not hesitate to contact me if in need of any further information or clarification on the following email address: [evendenL@presdales.herts.sch.uk](mailto:evendenL@presdales.herts.sch.uk)

Yours faithfully,

**Mrs L Evenden**  
**Head of Italian**  
[evendenL@presdales.herts.sch.uk](mailto:evendenL@presdales.herts.sch.uk)

