



Chapman Primary School



Perry Drive Chapman ACT 2611
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02 6142 2400
ABN: 48 529 566 431

"Achieving Excellence Together"

6 October 2021

Dear Parents/Carers,

CANCELLATION: DR STOVEPIPE MUSICAL VIVA PERFORMANCE

It is with great disappointment that we advise families of the cancellation of our Dr Stovepipe Musical Viva Performance scheduled previously for Tuesday 17 August and which we have not been able to reschedule. This is due to the continuing community transmission of COVID-19 in the ACT.

We ask that **no further payments be made for this performance.**

We offer families the opportunity to decide whether to donate the payment to the school as a voluntary contribution or request an electronic refund of payment. Please complete the attached form indicating your preference.

In order for us to refund payments electronically which were previously made for this excursion, we ask families to provide bank account details. *Bank account information will be securely disposed of once refunds have been processed*

If you have any questions about the cancellation of this co-curricular excursion or the refund process, please contact the school on 02 6142 2400.

Regards,

James M. Barnett
Principal

Chapman Primary School Excursion Payment Refunds Form

Cancellation: Dr Stovepipe Musical Viva Performance

Please return this form to the school by **Friday 17 September** for electronic refund processing

Student's name: _____ in class _____

- Please accept this payment as a donation to the school as a voluntary contribution.
- Please arrange to make electronic refund of this payment to the following bank account:

Account name: _____

Bank and Branch Name: _____

BSB number:

Account Number:

Contact telephone number/s: _____

I understand that once electronic transfer of these funds has been made this information will be securely disposed of.

Name of Parent/Carer (please print): _____

Signature: _____ **Date:** _____

If you fill in this form your personal information will be collected and handled by us. This information is necessary for us to provide you with a refund of payment made to the school for the activity listed. If you do not consent to supply us with this information, we will not be able to assist you with your request. This information will be securely disposed of at the completion of this transaction.