



4 March 2010

Dear Parent

Invoice for the **Term 3 Tuition fee** is being sent through the school bag.  
Please inform accounts **within 3 working** days of the above date if invoice has not been received\*\*.

System generated receipt will be issued within 2 working days of receiving the payment and sent through child's school bag.

**Please Note Accounts Department Fee Collection Times :**  
**SUNDAY - THURSDAY 8.00AM-10.00AM**

**Payment can be made by :**

**Cash**

**Cheque** (made payable to "Horizon School")

**Credit Card** (fee applicable)

**Via Bank Transfer** (Please ensure to add a reference to the TT i.e. name, last name or invoice no.)

**Bank Details:**

CBD Jumeirah Branch

PO Box 2668

Dubai, UAE

A/C No: 1000 157 113

A/C Name: Horizon School

Swift Code: CBD UAEAD

\*\*Thereafter re issuing Original Invoice or Receipt will incur a charge of 50.00 Aed and take up to 3 working days to be issued.

Returned cheque will incur an Administrative Charge of Aed 500.

Thank you for your support and co operation.

**Accounts Department**  
**Horizon School Dubai**

