Date:

To parental guardians,

　　　　　　　　　　　　　　　　〇〇〇

Request for payment

We have not received the payment for regular money collection from you.

Please use either of the following ways for the payment.

〇How to pay

１　Bank transfer

**Use the name and the grade of the student**

Remittance from JP Bank

Code　　　　　　Number

Account name

Remittance from other than JP Bank

Bank Name：　　　　　 Bank Code：　　　 Store No.：

Kind of deposit：　　　　　　　　　Store Name：

A/C No.：

Account name

* Bank transfer fee will be charged

Bank Transfer Fee

・With a JP Bank account and cash card … 100 yen at ATM

・With a JP Bank account without cash card … 146 yen at a teller

(bankbook and hanko seal required)

・Without JP Bank account … 660 yen at a teller

|  |
| --- |
| Inquiries |

　２　Cash

A guardian can bring cash in an envelope to the teachers’ room. Please bring the exact amount.

〇Amount payable　　　　　　　　　　　　　　　yen

〇Due Date