

SCHOOL LETTERHEAD

Enter Date

The Trustees
Omataroa Rangitaiki No 2 Trust
Po Box 227
Whakatane 3120

Kia Ora Koutou

Boarding School Grant – [full name of student]

This letter serves as official verification that {full name of student} is enrolled as a fulltime [enter academic year] student at [name of school]. He/she resides at [name of hostel] during the academic year.

The college year commenced on {start date} and concludes on {end date}.

The boarding fees for [first name of student] are {\$annual fees} per year and should he/she be successful in obtaining a grant from the Trust we provide the following bank account and payment reference to identify your payment made on behalf of his/her whanau.

Account Name:

Bank account number:

Payment Ref:

Should you require further clarification please do not hesitate to contact me.

Yours sincerely,

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Principal/Deputy Principal/Director or Manager of Boarding Hostel