

Sir Ellis Kadoorie Secondary School (West Kowloon)

Textbook Order Form 課本訂購表 2016-2017 (Secondary 1-6)

Name of Student 姓名 (English 英文): _____ (Chinese 中文): _____
Class in 2015-16 現就讀班別: _____ () Contact Number 電話號碼: _____

Books to be collected at 取書地點 (please tick one box only 請只✓一格):

- ☐ School 校內 (18th August, 2016; 9:00 to 13:00) or
☐ Jordan Branch 佐敦店 (19-8-2016 to 21-8-2016; 10:00 to 20:30) or
☐ Causeway Bay Branch 銅鑼灣店 (19-8-2016 to 21-8-2016; 10:00 to 20:30) or
☐ Kwai Hing Branch 葵興店 (19-8-2016 to 21-8-2016; 9:30 to 17:30)

(The order will be cancelled if books are not collected within 3 days. 請於三日內提取，逾期取消。)

Fill in your name and contact Tel No. (Including the order-form at back page), and submit this form through the "school order form collection box" at school office (G/F) on or before 11th July 2016 (Monday) at 3:00pm. After this date, we will not accept any pre-ordering of textbooks at school.

You may still send the pre-order form to our branches on or before 13th July 2016.

請填妥訂購表格(包括背頁訂購表)，於 7 月 11 日(星期一) 下午 3 時或之前交回學校校務處 "訂購課本收集箱"內，或於 7 月 13 日前到天利行各門市部交表，逾期恕不受理。

Remarks:

- If there is a change in the publisher's price, the selling price will be adjusted accordingly. 課本價格如有變更，以出版社最新定價為準。
- The company's receipt should be kept for future collection of books that are not available on the day of collection. 欠書憑收據補回學生，請妥為保存。
- No deposits nor handling charges are required for pre-ordering the books. 訂購時無須繳付訂金及任何手續費用。
- All payment will be collected on that day by cash or EPS. 特價優惠書籍，請付現金或以 EPS 付款，恕不接受支票及簽卡付款。
- Special Discount (8%) only applies to pre-order service. Buying at our book shop, a 5% discount will be offered. 凡訂購教科書一律獲九二折特價優惠，不經限期前訂購而自行前往門市部購買，一律九五折，敬請留意。
- Students are at liberty to purchase their textbook wherever they wish. 學生可隨意到任何書店購買課本。
- Since April 1, 2015, according to the H.K Government "PSB Charging" Retailers must charge at least 50 cents for each plastic shopping bag provided to their customers.

根據香港政府在 2015 年 4 月 1 日起，實施《產品環保責任條例》，規定：「每份經預先包裝的塑膠購物袋，須向顧客收取每個不少於 5 角(即收費的款額)費用，不能向顧客提供任何回贈或折扣，以直接抵銷膠袋收費的款額，否則即屬違法」。

Order-form at back page 訂購表見背頁...

NOTICE

2016-2017 PRE-ORDERING OF TEXTBOOKS SERVICE (for students who will study S1-S6)

Dear Parents,

This year, we will provide the pre-ordering and sale of book service. Enclosed please find the Pre-Order Form for your reference. Parents are free to choose to pre-order the books or purchase them at any book stores.

Pre-Order Service Notification

1. Please fill in the Pre-Order Form and return the form to the **collection box** located at the school office on or before **July 11** for ordering. After this date, we will not accept any pre-ordering of textbooks.
Or you may place your orders online. Please visit our website at <http://www.thleebook.com>, select school ordering system and **login with your Student ID & Password**.
The deadline of Online-ordering service is July 16.
2. Neither deposits nor handling charges are required for pre-ordering the books.
3. Parents / students should pay and collect the books at School on **18th August, 2016 (9:00 – 13:00)**.
If students choose to collect textbooks at our branches, the **dates are between August 19 and August 21**.
The order will be cancelled if the books are not collected within 3 days. Since there is a quota for textbook collection each day, the earlier you place your order, the more options you will have.
We will not accept any pre-ordering after July 16.
4. If stocks are not available, our company will provide a pre-ordering service for parents and students. Full prepayment of the net price is required. Again, parents / students are not obliged to use this service.
5. **Parents / Students who participate in this pre-order service will get an 8% discount. Parents / Students who go directly to our bookshops to purchase textbooks, will only get a 5% discount.**
6. Payment for books collected should be made on the day of collection in **cash or EPS**.
7. For information ☎ Tel : 2480 0241 Fax : 2480 0149 E-mail: service@thleebook.com

T. H. Lee Book Co., Ltd.
4th July, 2016

通 告

2016-2017 年度訂購課本服務 (升讀中一至中六學生)

各位家長：

為方便家長購買課本，本公司現推出「課本訂購服務」計劃，茲附上訂購表一份，謹供參考，購買與否，純屬自願；
此計劃純粹為方便學生訂購教科書而設，家長亦可選擇前往任何書店購買。

訂購請注意下列事項：

- 1). 請將已填妥之訂購表格，於2016年7月11日(星期一)或之前 交回學校寫字樓前面之“訂購課本收集箱”內，逾期恕不受理。也可選擇透過天利行書局網頁<http://www.thleebook.com>按【學校訂購服務】，然後輸入學生編號(Student ID)及密碼>Password)登入訂購。請留意網上接受預訂之截止日期為七月十六日，逾期恕不受理。
- 2). 訂購時無須繳付訂金或任何手續費用
- 3). 各級學生的家長，可於2016年8月18日(星期四)上午9:00至下午1:00回校取書。如選擇自行到門市部領取書本者，請留意取書之指定日期為八月十九日至八月二十一日之其中一日，並於三日內提取，逾期取消。
每天取書名額有限，請盡早預訂。
- 4). 取書當日如有欠書(未出版或缺貨書籍)，本公司會發出欠書單據，欠書出版後送校派發，唯訂購之書本必須繳付全部款項，但顧客也可選擇自行購買欠書而不付訂金。
- 5). 凡訂購教科書一律獲九二折特價優惠，不經限期前訂購而自行前往門市部購買，一律九五折，敬請留意。
- 6). 回校取書當天可以現金或 EPS 付款。
- 7). 購書熱線查詢 ☎ 電話：2480 0241 傳真：2480 0149 E-mail: service@thleebook.com

此致

天利行書局有限公司
二零一六年七月四日

Online Order Login Data

School : SIR ELLIS KADOORIE SECONDARY SCHOOL

Name: Class: OW to S1 Class No.: 1

Student ID :

Password :

Online Order Deadline : 16/07/2016

Sir Ellis Kadoorie Secondary School (West Kowloon)

Special Reminder on the buying of textbooks for S1 to S6 students:

1. Please study the textbook list and the order form carefully before you buy textbooks for the new academic year.
2. S1 to S3 students should buy only the textbooks of the subjects that you will study. There is no need to buy all the textbooks on the list.
3. S4 to S6 students should buy textbooks of core and elective subjects only, please also pay attention to your language streams in some subjects.
4. Some textbooks are to be used for more than one year, there is no need to buy the same textbook if you have already bought it.
5. Teachers of French, Spanish, Hindi will help students to order their textbooks at the start of the new academic year.

Examples:

1. Students who study GCSE Chinese should **NOT** buy HKDSE traditional Chinese textbooks.
2. Students who study traditional Chinese / Hindi / Urdu should **NOT** buy French textbooks.

中一至中六學生購買教科書注意事項:

1. 購買教科書前務必仔細閱讀書單及訂購表格。
2. 中一至中三學生只應購買將會修讀科目之課本，**無須**購買書單上所有課本。
3. 中四至中六學生應留意自己的選修科目(electives)，包括某些科目之語文組別(language streams)，只需購買合適之課本。
4. 一些科目課本適用二至三學年以上，已購買該課本者無須再次購買。
5. 法文、西班牙文及印地語老師將於開課後替修讀該語文之同學訂購課本。

例子：

1. 修讀傳統中文的學生**不需**購買法文課本。
2. 修讀通識科中文組的學生**不需**購買英文組的課本。

If parents / students choose to order textbooks at T.H. Lee Book Co. Ltd., please pay attention to the followings:

Important Dates:

| | | |
|---|--|---|
| Submission of Pre-order forms | on or before 3:00 pm 11-7-2016 (at school office, G/F) | on or before 13-7-2016 (during business hours at bookstores) |
| Online ordering (if applicable) | on or before 16-7-2016 | |
| Payment and Collection of textbooks (cash or EPS) | 18-8-2016 9:00 am to 1:00 pm (at school) | 19-8-2016 to 21-8-2016 (during business hours at designated branches) |

Discounts Offer:

| | |
|-------------------|----|
| Pre-order | 8% |
| Without Pre-order | 5% |

如學生選擇透過天利行購買課本，請留意以下事項：

重要日期：

| | | |
|----------------------|---|--|
| 交表日期 | 11-7-2016 下午 3:00 前 學校地下寫字樓收集箱 | 13-7-2016 於各分店及營業時間內 |
| 網上截止訂購日期 (如適用) | 16-7-2016 | |
| 付款及取書日期 (現金或 EPS) | 18-8-2016 上午 9:00 至下午 1:00 校內 | 19-8-2016 to 21-8-2016 於指定分店及營業時間內 |

折扣優惠：

| | |
|-----|------|
| 預訂 | 92 折 |
| 不預訂 | 95 折 |