



Fort Pitt Grammar School



February 2018

Dear student

Year 11 Prom

On Monday 25 June 2018, Year 11 will be holding their Prom at Riverview Manor, Rochester. Tickets will not exceed £35 per person. The ticket price will be the same for “plus ones”. This includes the price of the venue, photographer, a photo booth, decorations, food, a DJ and a Snapchat filter. Please bear in mind that this price is based on 120 people attending and so may be subject to change.

If you would like to attend, a £15 deposit to secure your place plus the same amount for your guest will need to be handed to the Main Office by 23 February. The remaining amount will be payable by **26 May 2017**. Please hand in an envelope containing your deposit with your name, tutor group and ‘Year 11 Prom deposit’ clearly written on it before **the deadline of 23 February 2018**. This should be given to the Main Office between 8:10 a.m. and 8:25 a.m. or during morning break.

Please also include the name of your guest on the payment envelope as there will be a guest list and **entry will not be allowed if the name is not previously provided**.

If you are unsure as to whether or not you will be bringing a “plus one”, it will be possible to pay the deposit for your own ticket and then pay the full amount for your guest when paying the final balance for your own ticket by the **26 May 2017**.

Please note that plus ones will need to be suitable characters and approved by the school.

On the payment slip, please ensure that you tick the correct payment option and hand this in with your payment, otherwise we will not be able to accept the payment. In addition, we have included a box for parent/carers to sign should they wish to assist on the evening by chaperoning.

We hope that you will be able to attend but please do not hesitate to contact Miss Kelly in Reception if you need any further information (extra guests, payment issues etc.)

Yours faithfully

Prom Committee

Headteacher : Nick Watkiss BMus (Hons), NPQH, FRSA, FCoT, PQSI

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To Main Office, Fort Pitt Grammar School (for attention of Year 11 Prom Committee)

I, Of Tutor Groupenclose
(print name)

A single deposit payment of £15	
A single AND plus one deposit of £30	
I would be willing to chaperone on the evening	Parent Name: (Please print)