

Please ask for:

Direct Dial No:

Email:

Our Ref:

Your Ref:

Dear

Earth Summit-Eco-Schools

Thank you for returning your completed application form for the Earth Summit-Eco-Schools Event.

I am pleased to confirm that you have been successful and we have allocated «No_of_children» child spaces, «SEN» special needs and «No_of_adults» adult places on «Day». Lunch will be provided for the adults. Could you confirm how many vegetarians lunches you require.

To confirm your attendance, please could you complete the attached form as soon as possible and return it to:-

Unfortunately, the dates cannot be changed and if you are unable to attend I will have to re-allocate your space.

Further information and teacher's packs will follow shortly.

Kind regards.

Local Agenda 21 Community Worker

Encs