

Reply Slip

Date:

Dr. Ong Puay Hoon
President
Learning & Resource Centre
Dyslexia Association of Sarawak
Banglo Kalaka (Sri Meluan)
Lorong Maxwell 2, Jalan Maxwell, 93000 Kuching.
(Attn: Mdm. Joon Yuh Chyi
Tel: 082 – 242900 Handphone No. 012 819 8233
Fax: 082-413995 Email: dyslexiaswk@gmail.com)

Dear Dr. Ong,

Fund Raising and Charity Food & Fun Fair 2016

I/We would like to contribute towards Dyslexia Association of Sarawak – Fund Raising and Charity Food & Fun Fair 2016 in the following manner:

- 1. [] Cash donation for the sum of RM ...
vide []Cash [] Bank and Cheque no. ...
CIMB Bank Account No 80-0509004-0 under Dyslexia Association of Sarawak.
* Kindly forward your bank in slip together with this form. Tax-exempt receipt will be issued for donations of RM500 and above.
2. [] Sponsorship of foodstuffs and others for sale.
Description(s) and estimated quantity:
3. [] Operate booth selling
No. of booth(s) required: [] Indoor, air-conditioned [] Outdoor [] Socket is required
* Kindly refer to attached 'Notes for Booth Operators'.
4. [] Purchase booklet(s) of coupons at RM 100 per booklet. Total amount RM
5. [] Others (please specify i.e. performance, arts and craft workshop, printing and stationery, etc)

Signature :
Name :
Designation :
Handphone :

Chop:

Name of organisation / group / individual:
Address:

Tel No. (Office) (Home) Fax No.

Email:

Date:

*Kindly make duplicate copies of this form for your organisation's use if applicable and to disseminate among your network of friends and business associates.

Charity Food & Fun Fair 2016

Notes for Booth Operators

1. This event will be held as follows:
Date: Sunday, 11th September 2016
Time: 7.00am – 1.00pm
Venue: Faculty of Medicine and Health Sciences,
Universiti Malaysia Sarawak,
Jalan Tun Ahmad Zaidi Adruce
(Next to Sport and Youth Complex)
2. Operators shall absorb all costs incurred for their booth(s) as no capital costs will be disbursed by Dyslexia Association of Sarawak.
3. All monies and coupons collected from the event shall go to Dyslexia Association of Sarawak.
4. The use of recyclable packaging boxes is highly encouraged. As far as possible, kindly refrain from using styrofoam / polystyrene packaging boxes.
5. Operators shall provide their own plastic or carry bags.
6. Operators may deliver their goods to the venue a day earlier, starting from 2:00-4:00p.m, Saturday, 10th September 2016.
7. There will be an area designated for loading and unloading purposes. This area will be prominently labelled.
8. Operators may wish to carpool to save parking spaces.
9. Operators shall bring own extension socket and cables, if required.
10. Our staff will inform you at least two (2) weeks in advance of your booth number prior to the event.
11. On the day of the event, we will distribute one (1) 'Submission Slip' for booth operators to fill in the amount collected from their booths. Kindly return the 'Submission Slip' together with the coupons and monies collected to the Operations Counter at Level 1 where our DASwk representative will assist to do final calculations.
12. Dyslexia Association of Sarawak will provide the following for each booth:
 - a. One (1) table of size 5 ft x 2 ft. or two (2) tables of size 3 ft x 2 ft.
 - b. One (1) chair.
13. There will be a counter selling coupons during the event.
14. Kindly confirm your participation with Mdm. Joon of Dyslexia Association of Sarawak latest by Monday, 8th August 2016 at Tel no.: 082-242 900, Handphone No. 012 819 8233, Fax No.: 082-413995, Email: dyslexiaswk@gmail.com.

Thank you in advance for your kind participation.