

## 奧比斯愛眼小特工 2018 活動詳情

### Orbis Eyecare Agent 2018 Activity Details

#### 參與程序 Procedures

1.	填妥報名表格及交回奧比斯。 Complete enrollment form and return to Orbis
2.	(自選) 預約奧比斯舉辦活動介紹及護眼講座。 (Optional) Mark Orbis campaign introduction and eye-care talk appointment.
3.	學校會收到奧比斯《愛眼小特工訓練手冊》及家長信連回條範本(soft copy)。 School receives Orbis Eyecare Agent Booklet and parent letter template (soft copy).
4.	學校發出家長信及奧比斯《愛眼小特工訓練手冊》予學生。 School sends out parent letter and Orbis Eyecare Agent Booklet to students.
5.	點算所需之太陽眼鏡數目予奧比斯(捐款滿港幣 50 元的同學可獲贈由瞳視一家贊助的防紫外線兒童太陽眼鏡乙副)。 Count the number of sunglasses required to Orbis (Students donating HK\$50 or above can receive a pair of UV block kid sunglasses sponsored by OKIAN OPTICAL).
6.	學校會收到奧比斯寄出之兒童太陽眼鏡。 School receives kid sunglasses sent by Orbis.
7.	學生完成《愛眼小特工訓練手冊》內的各項任務，學懂護眼小貼士；填妥最後一頁，並撕下交回學校。 Students complete every challenge from the Orbis Eyecare Agent Booklet and learn about eyecare tips. Upon successful completion of all training, students fill in and return the last page of the Orbis Eyecare Agent Booklet to school.
8.	於 5 月 26 日前提提交善款、收據及參加者名單予奧比斯(請 <b>電郵</b> 參加者名單及收據名單)。 Send donations, participant list and receipt list to Orbis on or before May 26 (Please <b>email</b> us the participants list and receipt name list).
9.	所有參與學校和學生將於 7 月 6 日前收到捐款收據(只適用於捐款滿港幣 100 元或以上以減低行政費用，請提供名單及捐款金額)。 Donation receipts will be sent to school by July 6. (Only for donation HK\$100 or above to save administration cost, please provide receipt list with donation amount for processing).

#### 遞交善款 Donation Submission

請將支票或入數紙交回奧比斯 Please submit cheque or deposit slip to Orbis:

- 支票抬頭請寫「奧比斯」By cheque payable to “Project Orbis International, Inc.”
- 入數至匯豐銀行(戶口號碼：002-5-322462) 或 恒生銀行(戶口號碼：258-206333-001)  
Direct deposit to HSBC (a/c: 002-5-322462) or Hang Seng Bank (a/c: 258-206333-001)

#### 查詢 Enquiry

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