

奧比斯「蒙查茶點」2020 活動詳情

Orbis “A Difficult-tea” 2020 Activity Details

參與程序 Procedures

1. 於活動前一個月填妥報名表格及交回奧比斯。
Complete enrollment form and return to Orbis 1 month before the activity. .
2. 聯絡奧比斯預約護眼講座 (粵語或英語)。
學校可自訂日子舉行。講座時間：星期一至五上午 9 時半至下午 5 時。
Contact Orbis to mark the date for eyecare talk (in Cantonese/ English).
Educational talk can be arranged from Monday to Friday, 9:30am to 5:00pm.
3. 學校可向奧比斯索取活動物資如蒙查茶點活動海報、護眼小冊子及家長信連回條範本。
School can contact Orbis for activity materials like Orbis campaign poster, themed eyecare leaflets and parent letter template with reply slip (soft copy).
4. 學校發出家長信及奧比斯護眼單張予學生。
School sends out parent letter and leaflets to students.
5. 捐款滿港幣 35 元的同學可獲贈特製眼鏡及卡通貼紙乙份，點算所需數目予奧比斯安排送貨。
Everyone donating HK\$35 or over will receive a special glasses and themed sticker, count the number required for Orbis to arrange delivery.
6. 派發特製眼鏡予學生，舉行蒙查茶點。
Distribute glasses to students, organize teatime.
7. 請於活動後一個月內提交善款及收據名單予奧比斯 (請電郵收據名單)。
Send donations and receipt list to Orbis within 1 month after the activity. (Please email us the receipt name list).
8. 所有參與學校和學生將於三個月內收到捐款收據 (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 in three months. (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.”
- 入數至滙豐銀行 (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)