

2nd March 2017

Dear Parent / Carer,

Prom / End of Year Party for Y11 at The Hilton Victoria Quays – Thursday 29th June 2017

We are looking at holding this years' Prom at The Hilton Victoria Quays on Thursday 29th June 2017 starting at 6pm. The proposed schedule for the evening will be as follows:


- 6.00pm Arrival / Welcome Drinks
- 7.00pm Buffet Dinner
- 9.00pm Disco in the ballroom
- 11.00pm Close

The cost for the evening to include a non-alcoholic welcome drink on arrival, a hot finger buffet, with desserts, photograph and disco is £25.00 per person. The UTC will pay £5 per student towards the cost leaving £20 each student payable. We would require either a **£10.00 non-refundable deposit** or the full payment of £20.00 per student by **Friday 10th March 2017**.

If your child wishes to attend please make the payment via your Parent Pay account at www.parentpay.com or you can pay by cheque made payable to UTC Sheffield. No cash payments please. Please make a payment via either method and return the reply slip below by Friday 10th March 2017, in order for us to secure the booking.

Please be aware there is a minimum number of people required by the hotel therefore if not enough payments are received by the above date, it may be necessary to cancel the event.

Yours faithfully



Nicola Simpson
Business & Operations Director

Please reply by Friday 10th March 2017
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Student Name.....VMG Group.....

I give permission for my child to attend the above event.

Payment of £10.00 made by cheque parent pay
 Payment of £20.00 made by cheque parent pay

Parent signature.....Date.....

Please indicate by circling if you want vegetarian / vegan / halal

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