



Canadian International School of Hong Kong Limited

香港加拿大國際學校有限公司

A Registered Charitable Organization

September 30, 2009

Dear CDNIS Community:

Subject: Alan Dick Memorial Fund

Since the announcement of the tragic loss of Alan Dick, there has been an outpouring of sympathy and respect from the CDNIS community and the wider community both in Hong Kong and overseas. It is clear that Alan was dearly loved and will be greatly missed. His friends and acquaintances number in the thousands. Many of those who have contacted us have inquired if there is a fund or charity that they can contribute funds to.

As we all know, Alan was a consummate educator. His passion was a love for education. He worked tirelessly in support of programs and initiatives that helped children achieve their educational goals. Over the past year, he frequently shared with colleagues his interest in the establishment of a school endowment or fund which would be dedicated to provide scholarships to worthy students and to assist in a substantive way with the improvement or enhancement of school programs.

With the support and blessing of Alan Dick's family, CDNIS is pleased to announce the establishment of the **Alan Dick Memorial Fund**. The Fund will be held at the School and administered by the Scholarship Committee and the Board for the direct benefit of students.

This Fund will help fulfill Alan's long-term vision of CDNIS and will provide a long-lasting testament to him.

Alan's family has requested that donations be made to the Fund in lieu of flowers. If you would like to donate to this Fund please refer to the attachment and follow the instructions provided. This information can also be found on the school website: www.cdnis.edu.hk

Sincerely,

Dave McMaster
Head of School



ALAN DICK MEMORIAL FUND

The Canadian International School of Hong Kong, with the support and blessing of Alan Dick's family, announce the establishment of the **Alan Dick Memorial Fund**. The Fund will be held at the School and administered by the Scholarship Committee and the Board, for the direct benefit of Students. Alan was passionate about education and repeatedly voiced his support for initiatives that provided opportunities for students to further their education or broaden their educational and life experiences. This Fund established in his honour will help fulfill Alan's dream and provide a lasting testament to him.

How can you contribute to the Fund?

- By Mail or in Person** – complete the form below. Please make your cheque payable to **Canadian International School of Hong Kong Limited** and make a memo notation on the cheque "Alan Dick Memorial Fund".
- By Online Banking Payment** – HSBC/PPS – Merchant #9471 (Choose: Donation; Bill Number: 000005). Please fax or scan and email the form below to the School.
- International or Bank to Bank Electronic Wire Transfer** –
 - Payee: Canadian International School of Hong Kong Limited
 - Payee Address: 36 Nam Long Shan Road, Aberdeen, Hong Kong
 - Payee Telephone: (852) 2525-7088
 - Bank Name: The Hongkong and Shanghai Banking Corporation Limited
 - Bank Address: No. 1 Queen's Road Central, Hong Kong
 - Bank Account: 499-5-011725
 - Bank Account Type: Savings Account
 - Swift Code: HSBCHKHKKH
 - Bank Code: 004
 - Bank Telephone: (852) 2822-3976
 - Memo: Alan Dick Memorial Fund
- *By Credit Card** – complete the form below and fax it to (852) 2525-7579

Email: AlandickMemorialFund@cdnis.edu.hk

Donation Amount (HK\$): _____ **Tax Receipt Requested*:** Yes No

Donor Information: Mr. / Mrs. / Ms. / Miss (Please circle as appropriate.)

Last Name: _____ First Name: _____

Company Name: _____

Address: _____

Business Phone : _____ Mobile Phone : _____

E-mail: _____ Fax : _____

Payment Information:

Payment Method: Cheque HSBC/PPS Electronic Wire Transfer

Credit Card

Credit Cardholder's Name: _____

Credit Card Number : _____

Credit Card Type : Visa Mastercard Expiration Date: _____ (Month/Year)

Signature: _____

**Given the charges associated with credit card fees, please consider using one of the other payment methods if possible.*

On behalf of the Alan Dick Memorial Fund, we thank you for your generous donation. Please be sure to complete and forward the donation information sheet above so that we can record your contribution and maintain an accurate record for the Fund. *Donation receipts issued by CDNIS are eligible for income tax deductions in Hong Kong and Canada.