

# Lebanon Evangelical School for Boys and Girls

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Thursday, September 02, 2010

## Back to school : 2010 – 2011 !!

There are five things that you need to do BEFORE you go to the accountant to schedule fees. These should each take only a few minutes. Please get each part of this form signed by the relevant desk.

1*	<b>Family Details.</b> This involves checking that our database is up to date with all your contact details.	
2*	<b>Buses.</b> If you do NOT want to register on our buses please ask Mr. Rony Hayek to sign this anyway. If you do want to register then you will need a Bus Form.	
3	<b>Financial Services.</b> Mr. Fred Belman is working with us to provide details of a scheme to provide fees for university.	
4	<b>Rental and Stationary Payment to School Business Services</b>	
5	<b>Resource payments to Mr. Nadim Dahdah</b>	
6	<b>Fee payment scheduling with Mrs. Rania Abou Eid.</b>	

\* : An star indicates that this signature is MANDATORY before you can schedule fees.

Please make sure that the first 4 boxes are signed before you go to schedule fees.