



**ST PAUL'S CONVENT SCHOOL  
PARENT-TEACHER ASSOCIATION**

140 Leighton Road, Causeway Bay, HONG KONG SAR.  
Website: <http://spscpta.org>

Advisor  
Sr. Margaret WONG (Principal)

Chairperson  
Ms. Jennifer LAM

Vice Chairpersons  
Ms. Annette LAU  
Mrs. Lydia KO (Vice Principal)

8 July 2024

Dear Parents/Guardians:

A textbook tendering exercise was held, this year Jing Kung Book Store (Jing Kung) was selected to provide 2024-25 textbooks retailer service. Please note that parents/students can FREELY CHOOSE whether to use this ordering service from Jing Kung, or purchase books from any other bookstores/sources. If you would like to use this service, please visit Jing Kung ordering e-platform <http://jingkungorder.azurewebsites.net/Order/Home> or QR code. Online ordering service will be available from 10 July 2024 with the deadline on 17 July 2024, 23:59 for those who choose to pick up the books at school on 18 August 2024. Home delivery service will be provided by Jing Kung and delivery (by SF Express) will also commence on 18 August 2024. Should you choose to make the order in person at Jing Kung or other bookstores, please DO NOT order from the e-platform.



The textbook list for 2024-25 is now available on the school website <https://www.spcs.edu.hk> and PTA website <http://spscpta.org>. For details of the arrangement and discount offered for online book ordering, please read carefully in the attached "Points to Note" and the following schedule for your reference.

Date	Time	Activity
10 July 2024	8:30 – 12:00	Textbook list distribution to new F1 students
10 July 2024	0:00	Start of online book ordering e-platform
17 July 2024	23:59	Deadline for online ordering for school pick up
18 August 2024	8:30 – 12:00	Book distribution at school (F.1, 4-6)
18 August 2024	13:00 – 16:00	Book distribution at school (F.2 & 3)
18 August 2024 onwards	N/A	Home delivery

**Remarks:**

- NO book return arrangement/refund or changes can be made after ordering. Outstanding books will be distributed at school once published and parents/students will be notified.
- Confirmation of the order will be sent by Jing Kung bookstore via email after order placement.
- Collection of books at school on 18 August 2024 – only payment by cheque, cash or FPS/bank-in (with receipt printed) will be accepted, NO credit card payment will be accepted. All cheques should be made payable to "**Jing Kung Book Store**". Please present the SMS or Email reminder with ordering/collection number and payment record (for FPS/bank-in only) for book pick up.

Thank you for your attention.

Yours sincerely,

Ms. Jennifer Lam  
Chairperson  
SPCS PTA 2023/24