



**THE
MANN
SCHOOL™**

Ref. MS/Parents/Accts/2016
Date: 15th December 2016

Dear Parents,

Greetings from The Mann School!

As you are aware that school has already provided the facility of e-payments for the payment of tuition fee through e-banking, e-cards and NEFT methods.

The Central Board of Secondary Education (CBSE) has further emphasized and mentioned in the guidelines issued by them on 10th Dec 2016 that fee collection by school be made only online or through non-cash mode w.e.f. 1st January 2017 onwards.

You are accordingly requested to do cashless transaction through any one of the following methods and deposit fee to school account by 10th January 2017 from the next quarter, onward (i.e. w.e.f. 01st January 2017).


1. Through Cheque/NEFT in the School's bank Account **for Day Scholars**. The details of the bank account is given as under :
Bank : Oriental Bank of Commerce
Branch : The Mann School, Holambi Khurd, Delhi.
Account Name : **The Mann School**
Account No. : **51891010000010**
IFSC Code : **ORBC0105189**
2. Parents can also pay the fee through debit/credit card/Paytm in the school.
3. **No cash transaction will be accepted for payment of fee w.e.f. 1st January 2017 (by the school and as well as by the bank).**
4. Penalty will be charged for late payment (if the fee is paid after 10th January 2017 for the next quarter and thereafter on 10th of each month in April, July, Oct & 10th Jan (i.e. after the due date of payment of fee for each quarter) as per the School's rules.
5. Cheques to be issued in favour of **"THE MANN SCHOOL"**.

Parents must mention the name, ID and class of their ward & contact number on rear side of the Cheque.

Parent **MUST** provide the transaction details of the Online Payments of the fee to the accounts department of the school on Tel No. 011-27700100 / 143 / 550 Extn No. 252, 253 & 259 or email to accounts@themansschool.com

Submitted for your information and compliance please.

With regards


Commander V.K. Banga
PRINCIPAL 23/12/16



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