



# Letter of Guarantee

Note to parents:

- If your company will be responsible for tuition and school fee payments, please give this confidential Letter of Guarantee to your employer to complete and return to Nord Anglia International School Manila.
- Please complete both sides of this form.
- Accomplish 1 form per Child.

To: NAIS Manila Finance Office

This is to certify that  is employed with

Our company will be responsible for payment of the tuition and school fees or\_% of such for the following student / students at Nord Anglia International School Manila as shown on the following page. We understand that all fees must be paid in full by the established deadlines in order for the student / students to attend classes.

Please address all invoices to:

*company name as you would like it to appear on the invoice*

*Unit no/building name street address*

Philippines:   
*city postal code*

## Company Contact 1

Name   
Phone  Email

## Company Contact 2

Name   
Phone  Email

Nord Anglia International School Manila will collect, use, disclose and process "Personal Data", for the purposes of safeguarding and promoting the welfare of students, and where necessary, for the interests of the School and ensuring that all relevant legal obligations of the school and yourselves are complied with. By signing this document, you consent to such collection, use or disclosure of personal data for the purposes set out above and provided that at all times any collection, use or disclosure of personal data is done in accordance with the Personal Data Protection Act.

Authorised Signature

Name   
Title

Company stamp  
  
Date



# Letter of Guarantee

The company undertakes to pay the following tuition and other school fees of the student/s mentioned below.  
(Please check the appropriate boxes below):

Student Name			
Tuition / Other School Fees	Family	Employer	Other (please indicate)
Application Fee			
Enrolment Fee			
Capital Development Fee			
Tuition Fee			
English as an Additional Language (EAL) Fee			
Learning Support Fee (Stage 1, 2, 3)			
Enrichment Learning Fee			
Individual Music Programme Fee			
Lunch			
Bus			
Uniform			