



Covenant Christian School

All knowledge through Christ

Lost Textbook Notification Form

Date: _____

Student Name: _____

Year: _____

Home Class: _____

This text is (✓ as applicable):

Lost

Damaged (specify how) _____

What school subject is this textbook for? _____

Name of lost/damaged textbook:

Textbook replacement cost to be added to School Fees: _____

Parents, please advise by reply of email that you have received this *Lost Textbook Notification Form* and understand that the replacement cost will be added to your School Fees.

Library use only:

Scanned copy of this form emailed to parents (___ / ___ / ___)

Email received from parents acknowledging replacement cost

Above email + scanned copy of form forwarded to Accounts (___ / ___ / ___ ; _____)

(signature)