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May 14, 2020

Ottawa Trip Payment Refund

Dear grade 8 Parents/Guardians,

This letter is intended for those Parents/Guardians who paid the deposit/insurance for our Grade 8 Trip to Ottawa.

All parents will be receiving a refund for 100.00 for their Ottawa trip deposit. This process is now underway. If you purchased travel insurance from **Travel Guard**, they will be in touch with you regarding your refund. If you did not purchase insurance, Glen Brae school will refund your deposit to you. The refund will be arriving by mail to your home address.

It may take a few weeks to complete this process, but we can assure you it is coming. Thanks so much for your continued patience.

Sincerely,

Mrs. S. Constable Principal Glen Brae School