



LETTER OF GUARANTEE

Canadian Academy

Note to Parents: This form must be completed and returned by your employer for the school to invoice your employer.

Please return completed form to Canadian Academy, Business Office

4-1 Koyochō-Naka, Higashinada-ku, Kobe 658-0032, Japan

Email: cabusinessoffice@canacad.ac.jp

This is to certify that _____ is
Employee Name

employed with _____.
Company Name

Our company will be responsible for tuition and school fee payments for the following child(ren) attending Canadian Academy.

Name of Student	Grade
_____	_____
_____	_____
_____	_____
_____	_____

Please address and send all invoices to the following address:

Company Name to Appear on the Invoice

Mailing Address

Contact Phone

Contact Email for billing

We understand that all fees must be paid in by established deadlines in order for the child/children to commence classes. We hereby acknowledge that Canadian Academy will be reserving a place for the named child/children based on our company's guarantee to pay tuition and fees.

Our company hereby undertakes that it shall make full payment of the tuition and school fee payments to Canadian Academy for the named child/children for the upcoming academic year.

Sincerely

Signature & Date

Name in Print/Designation/Company Stamp