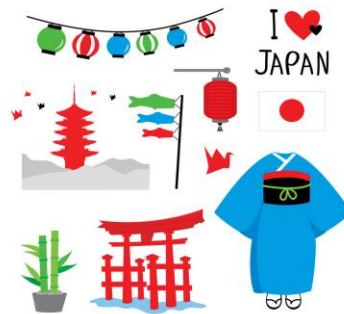


Formal letter requesting for information

Mr. Steve Wong,
5/F, 100 Nathan Road,
Kowloon, Hong Kong



6 Shek Lei Street,
Kwai Chung,
the New Territories,
13th May 2022

Dear Mr. Wong,

I am writing to request for more information about the Sister City Exchange programme. I am interested after reading an advertisement about it.

First of all, I always want to know more about the cultures of different countries. I would be glad if you could give me a chance to join the programme. I want to know if we would have a chance to visit the local art museums and exhibitions on the trip and whether student discounts are on offer for the admission tickets.

Besides, I am allergic to seafood. It would help if I know whether I can request to have special meals without containing seafood. In case I get sick on the trip, I wonder if the hospital fee will be covered by the medical insurance provided by your organization.

In addition, being a Christian, I would appreciate it if you let me know whether we will visit any temple. It is a disgrace to my god if I visit temples with different gods. I would appreciate it if there are other alternative activities I can join when others are visiting a temple.

Finally, I would like to ask for the arrangement in case there is bad weather. I wonder if the outdoor activities will be cancelled or rescheduled. I am really interested in skiing, and I would like to know if the skiing resort will be closed.

In conclusion, I would like to express my gratitude for your time and assistance. I am looking forward to hearing from you.

Yours sincerely,
Joshua