|  |  |
| --- | --- |
| PTA President |  |
| （PTA） |  |  |  |  |  |  |
|  | (Year) |  | (Month) |  | (Day) |  |

ＰＴＡ

Dear PTA Members,

ＰＴＡについて

**Parent-Teacher Association (PTA) Elections**

のＰＴＡをの、びますのでよろしくおいします。

We would like to inform you about the Parent-Teacher Association’s election of this year’s PTA officers.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| １.  |  |  |  |  |  |  | : | ～ |
| Date | (Year) |  | (Month) |  | (Day) |  | ： | (Time) |
| ２. Location |  |  | School |
| ３. Contents | ・あいさつGreetings and Introductions of the Teachers・ＰＴＡElection of this year’s PTA Officers |
| ４. そのOther | どうしてもできないは、４●までにをまでおしください。をされたでもＰＴＡにばれることがあります。がいきますのでごをいてください。Parents, who cannot attend the day of the meeting, please inform the homeroom teacher of your proxy by **April ●th.** Even those who have proxies still may be elected as a PTA officer. Please give us your contact information and you will be notified at the time of voting. |

委　任　状

**POWER OF ATTORNEY**

わたしは、ＰＴＡにし、のをにし、

It will not be possible for me to attend the meeting of the Parent-Teacher Association. I delegate all my authority to active members, and as related to the election of new PTA officers will respect all decisions with no objections.

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|  |  |  |  |  |  |
| (Year) |  | (Month) |  | (Day) |  |

|  |  |  |
| --- | --- | --- |
| の | : |  |
| Name of Representative (Stamp) |
| Home Address | : |  |
|  |
| TEL.Home TEL. | : |  |
| の | : |  |
| Location the day of the meeting |
| のTEL. | : |  |
| Telephone number the day of the meeting. |