



# 基立学院 JUBILEE CHRISTIAN ACADEMY

Saved to serve with love and excellence for the Great Commission.

DATE : NOVEMBER 6, 2020

TO : PARENTS / GUARDIANS OF PRESCHOOL  
*M. J. Akmad*

FROM : MARY JANE T. AKMAD  
Christian Formation Director

SUBJECT : PRESCHOOL LOVE BOX - COMMUNITY CARE ACTIVITY

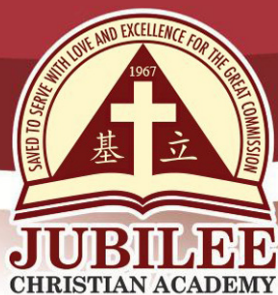
Grace and Peace to you from our Lord Jesus Christ!

The students of the Day Care Centers who received your child's Love Box donations last SY 2019-2020 were very grateful to you and to the Lord for your generosity. The donations they received from you inspired and motivated them to continue to study and dream big for their future. In line with this, we will continue to bless the children of the same Day Care centers through the PS Love Box project.

We would like to solicit your support for the said Community Care activity. We would highly appreciate your cash and in-kind donation of school supplies, grocery items, books, clothes, health kits (soap, shampoo, alcohol or hand sanitizers and face masks) and educational toys that will be used by the Comcare buddies mentioned below.

## COMCARE BUDDIES PROFILE AND JCA PS CLASS PARTNER:

JCA PS CLASS	COMCARE BUDDY			
N - John	NAME OF SCHOOL	NO. OF STUDENTS	LOCATION	CONTACT PERSON
	ST. MARTIN DE PORRES PRESCHOOL	25 students	122, 4th St.,cor. New Jersey St., New Manila, Quezon City	Ms. Jazmin G. Batara
N- Love				
K- Faith	UNANG HAKBANG YAKAP DAY CARE CENTER	80 students	Day Care Center, Barangay Pinagkaisahan	Ms. Fe P. Macale City Government Head III Social Services Development
K- Abraham				
K- Hope	HILLCREST YAKAP DAY CARE CENTER	80 students	Sidewalk, HillCrest St., Cubao, Quezon City	
K- Noah				



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Please take note of the following dates for your reference.

DATE	ACTIVITY	VENUE
November 4 - 6, 2020	LOVE BOX Launching	PS Chapel Service per section Google Classroom
November 9 - 27, 2020	Love Box making and filling it with personal treasures / donations.	Student's Home
December 1 - 4, 2020	Bringing of the filled up Love Box to the school.	Preschool Waiting Area E. Rodriguez Campus  Love Boxes are to be placed inside the designated COMCARE box in front of the Preschool waiting area from 8:00 AM up to 2:00 PM.
December 7 - 16, 2020	Turn Over of Donations to the ComCare buddies /recipients	E. Rodriguez Campus

Kindly label your in-kind donation with your child's name and section. For your cash donation, kindly see instructions below.

For over the counter payment, please see bank details below:

### 1. **Bank of the Philippine Islands - Family Bank (BPI-FB)**

1.1 Go to any BPI-FB branch

1.2 Go to BPI Express Assist (BEA) Machine

1.3 On BEA Machine, fill in the following details:

1.3.1 Transaction Selection - Deposit

1.3.2 Account Name - Jubilee Christian Academy, Inc.

1.3.3 Current Account (CA) Number - 6821-0030-81

1.3.4 Type of Transaction - Cash or Check

1.3.5 Cash or Check Amount - amount to be paid

1.4 Click "Next" and Transaction Confirmation Details will appear

1.5 Get your Queue Number and wait for the teller to call your number

1.6 Deposit the amount of donation over the counter

1.7 Screenshot the validated receipt and email to [cashier@jca.edu.ph](mailto:cashier@jca.edu.ph) . Kindly indicate the name of Donor

1.8 You will receive an email reply from [cashier@jca.edu.ph](mailto:cashier@jca.edu.ph) to acknowledge receipt of donation

1.9 Please keep validated receipt for verification purposes



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You may also pay through online banking, please see procedures below:

### 1. Bank of the Philippine Islands (BPI) Online Banking

- 1.1 Enroll your BPI Online Banking account
- 1.2 Check BPI online for the procedure
- 1.3 Once your account is activated, log-in to your BPI account
- 1.4 Click "Transfer Money"
- 1.5 Fill in the following details:
  - 1.5.1 Transfer from - which account to transfer from
  - 1.5.2 Transfer amount - amount to be paid
  - 1.5.3 Click "Transfer to 3rd party"
  - 1.5.4. Transfer to 6821-0030-81
  - 1.5.5 Click "Transfer to unenrolled "6821-0030-81"
  - 1.5.6 Notes - Type your child's JCA ID Number
  - 1.5.7 Click "Next" and "Confirm"
- 1.6. To proceed, you will be asked to enter your One-Time Pin (OTP)
- 1.7 Type the OTP sent to your mobile number and Confirmation Page will appear
- 1.8 Take a screenshot of the Confirmation Page
- 1.9 Email the screenshot of Confirmation Page with the name of Donor at [cashier@jca.edu.ph](mailto:cashier@jca.edu.ph).
- 1.10 You will receive an email reply from [cashier@jca.edu.ph](mailto:cashier@jca.edu.ph) to acknowledge receipt of donation

Your heartfelt donation will bring a smile to the children's hearts and faces during this Christmas season!

2 Corinthians 9:13 says, *"Because of the service by which you have proved yourselves, others will praise God ... for your generosity in sharing with them and with everyone else."*

Thank you and God bless.