



The British School

Caroline Drumm
Principal

P.O. Box 566, Jhamsikhel, Patan
Kathmandu, Nepal

29th June 2023

Dear Parents and Carers,

Change in Bank Account

Thank you for your continued support. We are writing to you to inform you of an important update regarding the international bank account used for making school payments. Effective immediately, there has been a change in the school bank account designated for international transactions.

The new bank account details are:

1. Account Name: The British School
2. Account Address: Ward No. 3, Jhamsikhel, Lalitpur - 44700, Nepal
3. IBAN - GB21 SCBL 6091 0412 7626 41
4. Bank Name - Standard Chartered Bank
5. Bank Branch Address - 1 Basinghall Avenue, London, EC2V 5DD, United Kingdom
6. Currency of the Account - GBP (Pound Sterling)

Please note that this change in bank account is being implemented in order to provide improved services and enhanced convenience to our school community following changes in the expiring UBS bank's policy.

All the school related payments which you have been making currently to our UBS Switzerland account should now be made to the new bank account details provided above.

There has been no change for the parents who have the approval to make the payment in a local bank account in Nepal. They can continue to make the payment in the same bank account.

As we are about to issue the invoice for Term I of the academic year 2023.24, to avoid any inconvenience or payment delays, please update the bank account information for the school in your banking system and please inform all the relevant parties with whom you have shared our old bank account details, such as organization/ individuals that process the payment on your behalf.

We further understand that these changes require your time and attention, but we sincerely request for your kind cooperation. Should you have any queries regarding this, feel free to contact our finance department at finance@tbs.edu.np. We shall be answering your queries during the annual holidays as well.

Best Regards

TBS Finance Department

Patron: H.E.The British Ambassador

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