



Our Ref: RS22-11-01

1 Nov 2022

Dear Parents/Guardians,

**SCHOOL BUS SERVICE 2023**

We wish to inform you that Min Yang Trading and Transport Services Pte Ltd is the appointed school bus operator for Rosyth School.

Please read the information provided and should you require the school bus service for your child, you will need to submit the **Service Request For School Bus Form** by 18 November 2022 to facilitate the school bus arrangement for your child.

**1. Bus routes coverage and bus rates under 9-month scheme as follows:**

Linear Distance	Up to 15 seater (S\$)	>15-30 seater (S\$)
	2 way	2 way
Up to 2km	285	255
>2 - 4km	315	255
>4 - 6km	420	255
>6 - 8km	420	NA+

\*Actual bus fare will be lower or equal to the above rates.

- 1 way rates will be up to 15% off from 2 way bus fare.
- The expected pick-up time range from 0600 - 0630 hours. The bus will arrive in school by 0700 hours.
- For 2 different pick up/ drop off points, the 2 way bus fare will be based on the higher bus fare.
- Bus fare varies with bus size deployment and ridership. Bus routes are planned based on popularity, bus accessibility and timing.
- Other coverages are subjected to availability.
- The above rates do not apply to special route arrangement.
- Linear distance can be retrieved from [www.streetdirectory.com](http://www.streetdirectory.com)

+ Not applicable, due to lengthy travelling time.

**2. Registration and Confirmation**

- Seats availability are based on first-come first-served basis.
- Upon your confirmation, you are committed to the first month of service and are liable to pay a month fee even if you choose to opt out of service at a later time.
- Late registration/ late confirmation of services is subjected to seats availability. If seats are no longer available, parents may have to arrange their own short term or even long term transport arrangements for their children until our company is able to ferry them.
- For relocation arrangement, the service is subjected to seats availability of the latter location.
- Parents are responsible to update the operator of any changes to their contact details.**

**Dates to take note:**



By 02 Dec 2022	Receive our first SMS* acknowledgement of your registration.
By 16 Dec 2022	Receive second SMS* with the detailed bus arrangement. (Confirm the service within 3 days)
By 20 Dec 2022	Acknowledgement confirmation SMS* from Min Yang.
By 27 Dec 2022	Final SMS* from us to update you on the driver and vehicle details.

\*Please contact our office at 6288 8298 / WhatsApp: 9788 8298 / email: [info@myservices.com.sg](mailto:info@myservices.com.sg) if you do not receive the SMS from us.

3. **Things to note**

- a) Do wait at the designated pick-up/drop-off point at least 5 minutes earlier for the bus. To ensure that the school bus can adhere to timing given, the bus will not wait for latecomers.
- b) Your child must be seated and belted up (if seat belts are available) throughout the journey.
- c) We reserves the right to stop any student from taking our bus service if the child is deemed to cause danger to other students on the bus, repeatedly behaving mischievously on the bus despite several reminders from us or refusal to put on seat belt.
- d) Bus timing/route is subjected to changes during the first 3 weeks of school. From experience, the pick-up/drop-off timing will stabilise by week 4 of Term 1.
- e) Do ensure that your child wears the school name tag issued by the school to enable us to identify your child. **Kindly write your address, bus and contact no. on the reverse side of the name tag** for easy reference.
- f) Do plan your child transport arrangement in advance. We will try to cater to your needs.
- g) In the event of change of pick up/ drop off locations, seat availability will be based on the latter bus route. You may have to make alternate arrangement for your child if the service is not available.
- h) Bus routes/ pick up timings/ bus sizes may change due to change of ridership during the year. Parents will be informed separately.
- i) We value our staff. We strive to provide good service to the best of our ability. We reserve the right to terminate your child’s service if their parents have verbally or physically abused our staff.

4. **Payment Terms and Conditions**

- a) We will be collecting 9 months bus fare, namely; Jan, Feb, Mar, Apr, May, Jul, Aug, Sep and Oct.
- b) The collection for the bus fare is **on the last week** of each month for the upcoming month, except for the first collection for the bus service in January or first month of service;
- c) Bus fare collection will be through cashless means such as bank transfer or PayNow.
  - 1. **Bank transfer** (UOB Bank - 124-307-407-5)
  - 2. **PAYNOW** (UEN: 200309657D) - State your registered mobile no. in the Reference No. field You may screenshot the transaction reference to [info@myservices.com.sg](mailto:info@myservices.com.sg) or WhatsApp 9788 8298 for our easier reference.
- d) **Bus service will cease immediately (SMS notice) if full bus fare is not paid on time (by the 1<sup>st</sup> of the upcoming month)**. The seat will be allocated to those on the waiting list. Bus service will only resume upon full settlement of outstanding payment, subjected to seats availability and at the discretions of the Company.
- e) There will not be any pro-rated bus fare. At any time of the month when a child enrolls the bus service, full month payment to be collected. It also applies when the child is to stop the bus service during any time of the month, no refund will be made.
- f) Advance Payment - Parents **may** pay in advance. For example, 2 months payment during the first collection. This Advance Payment will be deemed as Oct payment or the last month of service.
- g) 30 days advance notice (Written notification / SMS) is required to terminate the bus service. **Verbal notification is NOT accepted**. If no written notification/SMS by the parent, you will still need to pay the bus fare for the upcoming month.



- h) Bus company reserves the rights to terminate the services with immediate effect if:
  - i) **Payment is past due period**
  - ii) **Parents fail to cooperate with payments**
- i) Appreciate your prompt payment to avoid disruption of your child bus service.

5. Additional Bus Service for After-School Activities e.g. CCA/ Remedial Lessons

We also provide additional bus service for students having after-school activities. Students are required to pay a fee ranging between \$6.00 and \$20.00 per trip, depending on the drop off location. **This service is only for students taking our daily bus services and the fee is in addition to the monthly bus service rates.**

Distance	For those who engaged School Bus Service (Rates Per Trip)
Less than 2km	S\$8
➤ 2 - 4km	S\$10
➤ 4 - 6km	S\$12
➤ 6 - 8km	S\$16

As part of our continuous effort to provide efficient service by shortening travelling time, in private estates or areas whereby the pickup points are not easily accessible by the school bus, **student would be required to wait at designated pickup points such as along main road, junctions or easily accessible area.**

Thank you and we wish your child a wonderful experience at Rosyth School.

For enquiry:

Tel: 6288 8298 Fax: 6282 2298 WhatsApp: 9788 8298

Our office hours (Mondays - Fridays, 0900 - 1730 hours)

Email: [info@myservices.com.sg](mailto:info@myservices.com.sg)



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***ROSYTH SCHOOL  
REQUEST FOR SCHOOL BUS SERVICES FOR 2023***

**Note to Parents/Guardians:**

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MIN YANG TRADING AND TRANSPORT SERVICES PTE LTD

- 1) You may submit the service request form by scanning the QR Code on the right or by completing this hardcopy form and fax or email to us by 29 November 2022.
2) Tel: 6288 8298 Fax: 6282 2298 WhatsApp: 9788 8298 Email: info@myservices.com.sg
3) Delay in registration may result in your child not being able to secure the school transport if the bus quota is full.



PART 1 PARTICULARS OF STUDENT

NAME OF STUDENT (FULL AS IN BIRTH CERT.)
BIRTH CERT No.: TXXXX \_ \_ \_ \_ GENDER (\*DELETE ACCORDINGLY) MALE / FEMALE CLASS (2023)
RESIDENTIAL HOME ADDRESS (IN FULL)
NAME OF SIBLING TAKING SCHOOL TRANSPORT IN 2022 (IF ANY)

PART 2 BUS TRANSPORT SERVICE

SERVICE REQUIRED: [ ] TWO WAY [ ] ONE WAY TO SCHOOL [ ] ONE WAY FROM SCHOOL
PICK-UP ADDRESS TO SCHOOL (IF DIFFERENT FROM RESIDENTIAL HOME ADDRESS)
POSTAL CODE: ( )
DROP-OFF ADDRESS FROM SCHOOL (IF DIFFERENT FROM RESIDENTIAL HOME ADDRESS)
[ ] PLEASE TICK [x] IF SAME AS ABOVE PICK-UP ADDRESS
POSTAL CODE: ( )

PART 3 PARTICULARS OF PARENT/GUARDIAN

NAME OF PARENT/GUARDIAN EMAIL ADDRESS
CONTACT NO: (FATHER) CONTACT NO: (MOTHER) CONTACT NO: (HOME) CONTACT NO: (GUARDIAN)
PLEASE INDICATE FIRST-PERSON-TO-CONTACT ABOVE:
I acknowledge that I have read and understood the contents of the letter (Ref: RS22-11-01 dated 1 Nov 2022).
I also agree and accept to the payment terms and conditions.
PARENT'S / GUARDIAN'S SIGNATURE DATE