



NSW Department of Education

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Dear Parents/Guardians,

Congratulations on your child's film [*optional - insert name of film here] being selected for our Film By the [insert festival name here] festival. Your child's film showcased a great understanding of story development, character, and technical abilities. As such it has been selected to represent our school in the Film By Festival.

Our Film By festival will be held at _____ and includes a formal red carpet experience prior to the commencement for the Film By festival, we encourage all participants and guests to wear their best attire.

The Film By festival runs for approximately 2 hours.

Parents and the local media are invited to attend the premiere show.

Film By the [insert festival name here] Premiere festival details:

Premiere Date: [insert date here]
Red Carpet Time Premiere: [insert red carpet time here]
Films commence: [insert time here]
Location: [insert location here]
Map: [insert map here]
Tickets: [insert price and link here]
Additional Information: [Insert any additional information]

We look forward to seeing you and your child at the Film By the [insert festival name here] Festival.

Sincerely,

[Principal's Signature]

[insert name here]

[insert position here]