2017 Student Booklist
Our Lady of Lourdes School
Orders due: 18 November 2016

DELIVERIES:
12 December 2016 – 18 December 2016

BOOKLISTS:
This is the list of classroom requirements for your child for 2017. Please send all items from the book pack on the first day of school, ensuring all items are named unless otherwise indicated.

ORDERING OPTIONS:
Online Ordering - Order your requirements online at www.schoolandoffice.com.au. Click on the BOOKPACKS link (picture of two little girls) to take you to bookpack ordering. Click on the S.O.S. Booklists button. Copies of the booklists can be downloaded prior to ordering. Payment will be expected at the checkout by Mastercard or Visa.

SCHOOL CODE: OLL01

Order Form - Complete an order form and hand it in to the school or to School and Office Supplies by the due date, with payment by Cheque, Money Order, Visa or Mastercard. Payments in store can be made by cash, cheque, money order, Visa or Mastercard.

DELIVERY:
All packs are delivered, however if delivered to your home, you are not expected to be there to accept delivery. Deliveries can be made to an alternate address ie. PO Box, work, neighbours, relatives etc. The delivery address cannot be changed after your order is submitted. A delivery fee of $3.30 is charged per student. Orders cannot be collected as they are packed off-site in a restricted access facility.

YOUR CHANCE TO WIN!
Purchase bookpacks through School & Office Supplies (S.O.S.) to go in the draw to win 4 x VIP Magic Passes to the Big 3 Theme Parks.
WINNER DRAWN JANUARY 16th 2017
LATE ORDERS:
New Enrolments – Order directly through School & Office Supplies (without penalty).
All other late orders – We do accept late orders, however, as these orders cannot be processed quickly and efficiently on our production line along with the on-time orders for your school, a handling fee of $15.00 per student will be charged.
Shop In-store - School supplies can be purchased at any time from School & Office Supplies (open 6 days). Shop pricing will differ to booklist pricing.

CHANGES, CANCELLATIONS AND QUERIES:

*** Please choose carefully when ordering.***

The booklist content is compiled by the school and lists the items they expect your child to bring along at the commencement of the school year. If there are items on the booklist that your child already has that are in good working order, there is no need to re-purchase them.

Changes - Changes cannot be made to your order once submitted.
Returns – If a product is damaged in transit or faulty we will provide you with a replacement.
Cancellations – Order cancellations are accepted if your child(ren) will no longer be attending the school. A 10% cancellation fee will apply. Return of cancelled orders already delivered will not be accepted after 31 January 2017.
Queries - If you have any queries regarding your order, please direct them to School & Office Supplies – NOT to the school, via email to bookpacks@schoolandoffice.com.au. Please be aware that the phones become congested during January.

CHECKING YOUR ORDER(S):
Please check your order/s as soon as you receive them. You have fourteen (14) days within which to report any damaged, missing or incorrect items.
## ORDER FORM

For gender colour purposes only

<table>
<thead>
<tr>
<th>Student Name</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
</table>

### TEXT BOOKS

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Extension</th>
<th>Required</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>9781741352009</td>
<td>SOUND WAVES NATIONAL EDITION FOUNDATION PACK</td>
<td>1</td>
<td>17.95</td>
<td></td>
<td></td>
<td>17.95</td>
</tr>
<tr>
<td>9781922246165</td>
<td>ORIGO STEPPING STONES STUDENT JOURNAL - YEAR F (NEW EDITION)</td>
<td>1</td>
<td>18.95</td>
<td></td>
<td></td>
<td>18.95</td>
</tr>
</tbody>
</table>

### GENERAL REQUIREMENTS

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Extension</th>
<th>Required</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>BF212377S</td>
<td>BOSTIK GLU STIK 35 GRAM - SINGLE</td>
<td>6</td>
<td>2.69</td>
<td></td>
<td></td>
<td>16.14</td>
</tr>
<tr>
<td>SP140893</td>
<td>OLYMPIC SKETCH BLOCK (PAD) #60 A3 CARTRIDGE 25 LEAF PAGE</td>
<td>1</td>
<td>3.53</td>
<td></td>
<td></td>
<td>3.53</td>
</tr>
<tr>
<td>SP140897</td>
<td>OLYMPIC SCRAP BOOK #325 WINGS STAPLED 335X245MM 72 PAGE</td>
<td>5</td>
<td>1.69</td>
<td></td>
<td></td>
<td>8.45</td>
</tr>
<tr>
<td>SP141371</td>
<td>TUDOR DISPLAY BOOK - REFILLABLE - A4 20 POCKET BRIGHT ICE ASSORTED</td>
<td>1</td>
<td>1.50</td>
<td></td>
<td></td>
<td>1.50</td>
</tr>
<tr>
<td>AMEOS50-ASSST</td>
<td>OSMER WHITEBOARD MARKER BULLET - ASSORTED COLOURS - SINGLE</td>
<td>2</td>
<td>1.04</td>
<td></td>
<td></td>
<td>2.08</td>
</tr>
<tr>
<td>FC12-116572-HB</td>
<td>FABER-CASTELL JUNIOR GRIP TRIANGULAR LEAD PENCIL HB - SINGLE FC</td>
<td>3</td>
<td>0.61</td>
<td></td>
<td></td>
<td>1.83</td>
</tr>
<tr>
<td>BS52-7412</td>
<td>CRAYOLA TWISTABLES CRAYONS 165MM PACK 12</td>
<td>1</td>
<td>5.65</td>
<td></td>
<td></td>
<td>5.65</td>
</tr>
<tr>
<td>SP140848</td>
<td>OLYMPIC MEMO BOOK 165 X 100MM 80PG FEINT RULED</td>
<td>1</td>
<td>1.19</td>
<td></td>
<td></td>
<td>1.19</td>
</tr>
<tr>
<td>MRMPPA3</td>
<td>MICADOR MULTIPURPOSE POUCH MESH A3</td>
<td>1</td>
<td>5.03</td>
<td></td>
<td></td>
<td>5.03</td>
</tr>
</tbody>
</table>

### THE FOLLOWING ITEM WILL BE SENT DIRECT TO THE SCHOOL

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Extension</th>
<th>Required</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>JHFT200/2</td>
<td>REGAL FACIAL TISSUES 2 PLY 200 SHEETS (NOT IN PACK - Sent direct to School)</td>
<td>1</td>
<td>2.28</td>
<td></td>
<td></td>
<td>2.28</td>
</tr>
</tbody>
</table>

### ADDITIONAL REQUIREMENTS

- Swimming Cap - PLEASE ORDER DIRECTLY FROM THE SCHOOL SHOP
- Swimming Bag - PLEASE ORDER DIRECTLY FROM THE SCHOOL SHOP
- Waterproof Library Bag - PLEASE ORDER DIRECTLY FROM THE SCHOOL SHOP
- Prep/Year 1 Half Page Journal Scrapbook - PLEASE ORDER DIRECTLY FROM THE SCHOOL SHOP

### A $3.30 Delivery Charge will be added to the total for all orders.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Extension</th>
<th>Required</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>#BPDEL</td>
<td>BOOKPACK DELIVERY CHARGE</td>
<td>1</td>
<td>3.30</td>
<td></td>
<td></td>
<td>3.30</td>
</tr>
</tbody>
</table>

Items marked * may be retained from previous year

<table>
<thead>
<tr>
<th>Option A</th>
<th>100% Pack</th>
<th>$84.58</th>
</tr>
</thead>
<tbody>
<tr>
<td>OR</td>
<td>Selected Items Only</td>
<td></td>
</tr>
</tbody>
</table>
Please complete the following in as much detail as possible:

**STUDENT DETAILS**

Surname: ___________________________  First Name: ___________________________

Parent/Guardian Name: ___________________________

Contact Phone Number/s: ___________________________

Email Address: ___________________________
(Required for bookpack notifications)

**DELIVERY DETAILS**

PLEASE NOTE:
1. You are NOT expected to be home to accept your delivery.
2. Your orders will be delivered AT ANY TIME during the specified delivery period (you cannot specify when you would like them delivered).
3. Deliveries are made by Australia Post (or by Courier if delivering to a business address), so you CANNOT BE CONTACTED by them to coordinate special delivery arrangements.
4. Deliveries can be made to ANY ADDRESS – home, work, neighbours, relatives, or PO Box.

Delivery Address: ___________________________

Suburb: ___________________________  Postcode: ___________________________

Delivery Instructions: ___________________________
(You can specify a safe place for the pack/s to be left if you will not be home, eg. leave in carport.)

**PAYMENT DETAILS**

**TOTAL OF THIS ORDER:**

(If you have more than one child at the School, please attach additional orders to that of your ELDEST child)  $___________

PLUS other children at the School with orders:

Name: ___________________________  Year Level in 2017: _____  $___________

Name: ___________________________  Year Level in 2017: _____  $___________

Name: ___________________________  Year Level in 2017: _____  $___________

Name: ___________________________  Year Level in 2017: _____  $___________

Name: ___________________________  Year Level in 2017: _____  $___________

A delivery fee of $3.30 to be added to the total for each student order placed.  $___________

A handling fee of $15.00 to be added to the total for each late student order placed (excludes new enrolments).  $___________

**FAMILY TOTAL** (including all other children for which there are orders listed above)  Total:  $___________

Payment Method (place a ✓ next to your selection):

☐ Cheque – made payable to “School & Office Supplies”.

☐ Money Order – made payable to “School & Office Supplies”.

☐ Credit Card – ☐ Mastercard  ☐ Visa

Card Number: __ __ __ __ / __ __ __ / __ __ __ / __ __ __  Expiry Date: _____ / _____  CCV: ________

Name on Card: __________________________________________  Cardholder’s Signature: ___________________________________