ST LAWRENCE PRIMARY SCHOOL

2013 Requirements

PRE-PRIMARY

Your school has selected the following services to make shopping for your Back to School requirements easier and more convenient at OfficeMax.

Online ordering system available at www.officemaxschoools.com.au

Note: The website will be available after 1st November 2012

OR

Mail/Fax your booklist order with credit card details or money order to OfficeMax.

OR

Visit one of our Educational Retail Stores;
Unit 6 / 505 Scarborough Beach Road, Osborne Park.
Unit 5/9 Yampi Way, Willetton

Please have your order placed prior to 11th January 2013 to ensure delivery prior to Term 1

Back to School Enquiries Phone: 1800 004 427
Back to School Fax: 1800 004 428
# ST LAWRENCE PRIMARY SCHOOL

## 2013 Requirements for Pre-Primary

<table>
<thead>
<tr>
<th>Student's Surname:</th>
<th>Student's First Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street No:</th>
<th>Street Name:</th>
<th>Suburb:</th>
<th>P/Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Email:</th>
<th>Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Return completed booklist to OfficeMax by 11/01/2013**

**Card Details:**

- **Card Holders Name:**
- **Card Type:** VISA, MC, AMEX, CSC
- **Card No:**
- **Exp. Date:**

## PERSONAL ITEMS FOR STUDENT USE

<table>
<thead>
<tr>
<th>Code</th>
<th>Item Description</th>
<th>Unit Price</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1032089</td>
<td>Clipboard Folder OElements A4 Bl Ea Pvc</td>
<td>2.14</td>
<td>$2.14</td>
</tr>
<tr>
<td>1456490</td>
<td>Wallet W Button Docu A4 Pp Omax Polypropylene</td>
<td>0.96</td>
<td>$1.92</td>
</tr>
<tr>
<td>2014795</td>
<td>Book Ex Wa 360x215 32Pg 20Mm Ruled</td>
<td>0.76</td>
<td>$2.28</td>
</tr>
<tr>
<td>1475207</td>
<td>Glue Stick Lge Bl 35Gm Bostik Waterbased</td>
<td>2.50</td>
<td>$5.00</td>
</tr>
<tr>
<td>1012339</td>
<td>Pen Line Artline 210 Bk Med 0.6Mm Water Based</td>
<td>2.37</td>
<td>$4.74</td>
</tr>
<tr>
<td>1419692</td>
<td>Pencil 2B Lead Faber Jr Grip Ergo Triangular Barrel</td>
<td>0.46</td>
<td>$0.92</td>
</tr>
<tr>
<td>1113488</td>
<td>Scissors Blunt End 135Mm SSteel (Right)</td>
<td>1.40</td>
<td>$1.40</td>
</tr>
<tr>
<td>1163213</td>
<td>Scissors Blunt End 130Mm SSteel (Left)</td>
<td>1.40</td>
<td></td>
</tr>
<tr>
<td>1515047</td>
<td>Display Book A3 Black Marbig</td>
<td>8.73</td>
<td>$8.73</td>
</tr>
<tr>
<td>1419714</td>
<td>Pencil Clrd Faber Jr Grip PK10 3.8Mm Lead Asstd Colour</td>
<td>4.68</td>
<td>$4.68</td>
</tr>
</tbody>
</table>

**Subtotal:** $31.81

Write Your Total Here

**Please do not pay cash to the school.**

## PARENTS TO SUPPLY

- 2x Boxes of Tissues 200’s
- 1x Library Bag Blue (Available from the Uniform Shop - $12.00)
- 1x 250 ml Antibacterial Handwash
- 1x Art Smock - Long Sleeved (one of dad’s old shirt’s)

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School Name: ST LAWRENCE PRIMARY SCHOOL

Account Number: 65W1D2W2

Quote Number/CSC Number: 65W1D2W2

Customer Reference: 8TS 2ND PRE-PRIMARY
How to shop with OfficeMax:

OPTION 1: ORDER ONLINE WITH OFFICEMAX SCHOOLS

Place your order before 11/01/2013 to ensure delivery to your nominated delivery address prior to the start of Term 1. Orders will still be accepted after this date.

Order online with credit card
1. Log on to www.officemaxschools.com.au
   Enter your password/search for your school.
2. Enter child’s first and last name.
3. Choose your child’s year.
4. Your child’s booklist will appear; Click ‘Add to Cart’.
5. Review and amend items in your shopping cart.
6. Complete your order by selecting ‘Order Online’.
7. Enter your delivery address and credit card payment details.
8. An order confirmation will be sent to your specified email address.
9. Your pre-paid parcel will be delivered for free to your nominated delivery address as the orders are received and processed online.

OPTION 2: POST OR FAX YOUR ORDER TO OFFICEMAX (Admin Office)

Your order must be received and processed before 11/01/2013 to ensure delivery to your nominated delivery address prior to the start of Term 1. Orders will still be accepted after this date.

Pay by credit card, money order or bank cheque
1. Clearly print your name, preferred delivery address and phone number in the spaces provided on the booklist form.
2. Rule out the whole line for items you do not wish to purchase.
3. Fill in your credit card details in the spaces on the booklist or attach your money order or bank cheque.
4. Mail to OfficeMax 5 Cowcher Place, Belmont WA 6104 (Administration Office Only – Post Only)
5. Fax completed orders to 1800 004 428.
6. Your pre-paid parcel will be delivered for free to your nominated delivery address as the orders are received and processed by OfficeMax.

Cash and personal cheques are not accepted by OfficeMax Admin Office.
OfficeMax now has two Educational Retail Stores, see overleaf for details

Back to School Enquiries Phone: 1800 004 427
Back to School Fax: 1800 004 428
OPTION 3: VISIT OUR SELF SERVE RETAIL STORES

When shopping for stationery at our retail stores, please bring your child’s booklist with your school’s barcode to receive your school’s special discount pricing. Standard retail pricing is applicable without your booklist.

*Please note, levies and contributions cannot be paid at the Retail Stores*

Help Your School by Shopping with OfficeMax:

As your school’s preferred supplier this order service acts as a FUNDRAISER for your school. A rebate is paid directly to your school on all purchases. Your support is greatly appreciated.

OfficeMax Store (North)
Unit 6/505 Scarborough Beach Rd
Osborne Park WA 6017 (Access off Selby St)

OfficeMax Store (South)
Unit 5/9 Yampi Way
Willletton WA 6155

Payment Options: Cash, EFTPOS, Visa or Master Card

OfficeMax Retail Stores Trading Hours:
Mon - Fri 8.30am – 5.00pm
Saturday 9.00am – 5.00pm

OfficeMax Retail Stores Extended Trading Hours 7th January to 9th February:
Mon – Fri 8.00am – 6.00pm
Saturday 9.00am – 5.00pm
Sunday 11.00am – 5.00pm

Closed Public Holidays

Refunds
Our goods come with guarantees under the Australian Consumer Law. Without Limiting your rights where guarantee is not complied with and in addition to those rights, we will accept goods for refund (except product codes starting with 5, 8 or 9) if returned in original condition within 14 days of delivery or purchase. Refunds can be made electronically to your nominated bank account or credit card.

Backordered Items
If a product is unavailable and cannot be substituted the product will be placed on backorder. Backordered products will be sent to the school when OfficeMax receives the product from the supplier.

Product Substitution
If a product is unavailable at the time of packing/shipping, the product may be substituted with a similar product of the same or greater value.

Missing Items
Claims must be addressed with OfficeMax no later than 7 days after you have received your goods. Please note that missing items will be delivered directly to you via Australia Post.