

2018 Student Booklist

Guardian Angels' School

BOOKLISTS:

This is the list of classroom requirements for your child for 2018. Please send all items from the book pack **on the first day of school**, ensuring **all items are named** unless otherwise indicated, and that **books are preferably covered** (this helps to keep the books in good order throughout the whole year).

ORDERING OPTIONS:

Option 1:	Order and pay by 20 October 2017 (paper order form or online) Home delivery between 20 November and 1 December 2017.
Option 2:	Order and pay by 1 December 2017 (paper order form or online) Home delivery between 2 January and 15 January 2018.

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 backpack 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.



Option 1: GUA01
Option 2: GUA01-RD2

Order Form - Complete an order form and hand it in to *School & 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.



S.O.S
SCHOOL & OFFICE
SUPPLIES

1/70 Tingal Road,
Wynnum QLD 4178

PO Box 1110,
Wynnum QLD 4178

P: 1300 PENCIL (736245)
F: 1300 WYNNUM (996686)

E: bookpacks@schoolandoffice.com.au
W: www.schoolandoffice.com.au

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 \$7.70 is charged per student. Orders cannot be collected as they are packed off-site in a restricted access facility.

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 2018.

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.



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GUARDIAN ANGELS SCHOOL

2018 REQUIREMENTS - YEAR 1

STUDENT NAME

ADDRESS

PHONE

ORDER FORM

For gender colour purposes only

☐ Male ☐ Female

Item	Description	Quantity	Price	Extension	Required	Total
TEXT BOOKS						
9781442542624	NEW SIGNPOST MATHS AC EDITION STUDENT BOOK - YEAR 1	1	19.95	19.95
9781442547094	NEW SIGNPOST MATHS MENTALS AC EDITION - YEAR 1	1	14.50	14.50
9781741352801	WRITING TIME YEAR 1 (QUEENSLAND BEGINNER'S ALPHABET)	1	13.95	13.95
9780195564877	MY PERSONAL DICTIONARY FOR QLD NEW 3RD EDITION	1	10.95	10.95
GENERAL REQUIREMENTS						
SP142461	OLYMPIC SKETCH BOOK SP33 - SPIRAL A3 20 LEAF	1	3.19	3.19
SP140753	OLYMPIC BOTANY BOOK YEAR 2 QLD RULING - A4 48 PAGE 18MM	4	0.95	3.80
NPEB6580	WRITER PREMIUM WONDER BOOK 1 64 PAGE 100GSM (MUSIC)	1	2.64	2.64
NPEB6581	WRITER PREMIUM WONDER BOOK 2 8MM RULED 64 PAGE 100GSM	6	2.64	15.84
SP140957	TUDOR EXERCISE BOOK - A4 48 PAGE 18MM RULED	2	0.83	1.66
SP140746	OLYMPIC EXERCISE BOOK YEAR 2 QLD RULING - A4 48 PAGE 18MM	2	0.80	1.60
CZ325A-CLEAR	COLBY 325A POLYWALLY A4 TRANSLUCENT DOCUMENT WALLET CLEAR	2	2.20	4.40
CUOTW82BL-60	DISPLAY BOOK - REFILLABLE - A4 60 POCKET BLUE (FOLIO)	1	4.51	4.51
AMEOS204	OSMER SCISSORS 155MM BLUE HANDLE (OR Left-handed option below)	1	1.95	1.95
AMEOS158L	OSMER SCISSORS 158MM LEFT HANDED GREEN HANDLE (Optional - NOT Included in 100% Pack Total) *	1	1.95	1.95
MRFPLMJT12	MICADOR COLOURRUSH FSC PURE JUMBO TRIANGLE PENCILS 6MM PACK 12	1	12.65	12.65
AME300W	OSMER WOODEN RULER 30CM UNPOLISHED	1	0.47	0.47
BF254037S	BOSTIK BLU STIK 35 GRAM - SINGLE	6	3.36	20.16
FC11-111900	FABER-CASTELL JUMBO GRIP B TRIANGULAR PENCIL WITH GRIP ZONE	4	2.84	11.36
FC12-116572-HB	FABER-CASTELL JUNIOR GRIP TRIANGULAR LEAD PENCIL HB - SINGLE	6	0.64	3.84
SR526B20	STAEDTLER ERASER RASOPLAST LARGE	4	1.73	6.92
AMEPS8175	OSMER 2 HOLE METAL SHARPENER WITH BARREL	1	1.50	1.50
SDS30001	SHARPIE MARKER PERMANENT FINE POINT - 1.0MM BLACK	1	1.80	1.80
SR185-5	STAEDTLER GREEN CHECKING PENCIL 3MM - SINGLE	1	0.51	0.51
JHFT100/2	REGAL FACIAL TISSUES 2 PLY 100 SHEETS	2	1.21	2.42
A \$7.70 Delivery Charge will be added to the total for all orders.						
#BPDEL	BOOKPACK DELIVERY CHARGE	1	7.70	7.70

Items marked * may be retained from previous year

Option A ☐ 100% Pack

OR

Option B ☐ Selected Items Only

\$160.57

Tick this option for the 100% pack.
(Excludes items retained from previous years and optional extras.)

\$.

Tick this option for selected items only.
Clearly mark your requirements and place your total here.

SCHOOL & OFFICE SUPPLIES

1/70 TINGAL ROAD, WYNNUM QLD 4178 Phone: 1300736245 Fax: 1300996686

www.schoolandoffice.com.au

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 notifications)

PREFERRED ORDERING OPTION (Please select)

- ☐ **OPTION 1: Order and pay by 20 October 2017**
Home delivery between 20 November 2017 – 1 December 2017.
- ☐ **OPTION 2: Order and pay by 1 December 2017**
Home delivery between 2 January 2018 – 15 January 2018.

DELIVERY DETAILS

****Deliveries can be made to any address – home, work, neighbours, relatives, PO Box****
NOTE: You are NOT expected to be home to accept your delivery.

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 2018: _____	\$ _____
Name: _____	Year Level in 2018: _____	\$ _____
Name: _____	Year Level in 2018: _____	\$ _____
Name: _____	Year Level in 2018: _____	\$ _____
Name: _____	Year Level in 2018: _____	\$ _____

A delivery fee of \$7.70 to be added to the total for *each student order* placed (excludes lay-bys). \$ _____

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 “Localbookpacks.com.au”.
☐ Money Order – made payable to “Localbookpacks.com.au”.
☐ Credit Card – ☐ Mastercard ☐ Visa
☐ Lay-by (By special arrangement only in-store at Narangba Valley News) – No home delivery available.

Card Number: _____ / _____ / _____ / _____ Expiry Date: ____ / ____ CCV: _____

Name on Card: _____ Cardholder's Signature: _____