



Year  
**4/5/6**

# 2021 Student Booklist Tingalpa State School

Orders due: **4 DECEMBER 2020**

**DELIVERY PERIOD**  
4 JANUARY – 17 JANUARY 2021  
**COLLECT IN STORE**  
AFTER THE 11 JANUARY 2021

## BOOKLISTS:

This is the list of classroom requirements for your child for 2021.

Please send all items in the book pack with your child **on the first day of school**. Please ensure **all items are named** and that **books are preferably covered** (this helps to keep the books in good condition throughout the whole year).

## ORDERING OPTIONS:

**Online Ordering** - Order your requirements online at [www.schoolandoffice.com.au](http://www.schoolandoffice.com.au). Click on the BOOKPACKS link (picture of two little girls) this will take you to our backpack ordering website. Copies of the booklists can be downloaded prior to ordering. Payment will be expected at the checkout by MasterCard or Visa.



**SCHOOL CODE: TIN03**

**Order Form** - Complete your order form and hand it in to S.O.S 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: 1 300 PENCIL (736245)  
F: 1 300 WYNNUM (996686)

E: [bookpacks@schoolandoffice.com.au](mailto:bookpacks@schoolandoffice.com.au)  
W: [www.schoolandoffice.com.au](http://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 **\$9.95** is charged per FAMILY.

## **COLLECTION:**

Orders can be collected from School and Office Supplies at Unit 1/70 Tingal Road Wynnum. When ordering online you must choose the option to collect your order. Please note there will be a specific collection date advised when ordering your supplies online.

## **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 your school, it also lists the items they expect your child to bring along with them at the commencement of the school year. If there are items on the booklist that your child already has and 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 2021.

**Queries** - If you have any queries regarding your order, please contact School & Office Supplies directly – NOT to the school. Our email is the best way, please email to **bookpacks@schoolandoffice.com.au**. Please be aware that the phones become very 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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STUDENT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

Item	Description	Qty	Price	Extended	Required	Total
<b>FRENCH YEAR 4/5/6 BASIC REQUIREMENTS</b>						
AA200730-ASSORTED	MARBIG TRANSLUCENT DISPLAY BOOK A4 20 POCKET REFILLABLE ASSORTED	3	\$1.90	\$5.70		\$
SP140750	OLYMPIC EXERCISE BOOK - A4 96 PAGE	14	\$1.50	\$21.00		\$
SP140752	OLYMPIC GRID BOOK 7MM SQUARES A4 48 PAGE	4	\$1.13	\$4.52		\$
AMENAM3518-ASSTD	OSMER NAME PENCIL CASE 350 X 180 2 ZIP ASSORTED	1	\$4.54	\$4.54		\$
SR130 60N-2-S	STAEDTLER LEAD PENCIL HB NATURAL GRAPHITE RAW SINGLE	12	\$0.40	\$4.80		\$
SR526 C20	STAEDTLER SCHOOL ERASER LARGE	2	\$0.63	\$1.26		\$
AA975201	MARBIG METAL HAND HELD PENCIL SHARPENER 1 HOLE	1	\$0.69	\$0.69		\$
FC16-115852-G	FABER-CASTELL CLASSIC PENCILS BOX 12 COLOURS PLUS GOLD	1	\$5.23	\$5.23		\$
MROPM112	MICADOR OIL PASTELS S-12 STANDARD PACK 12	1	\$3.57	\$3.57		\$
PQ182103-S	ARTLINE 8210 BLUE MEDIUM BALLPOINT PEN	2	\$0.52	\$1.04		\$
PQ182102-S	ARTLINE 8210 RED MEDIUM BALLPOINT PEN	2	\$0.52	\$1.04		\$
SDS30001	SHARPIE MARKER PERMANENT FINE POINT - 1.0MM BLACK	3	\$2.59	\$7.77		\$
AMEOS519W	OSMER WHITEBOARD MARKER - 4 COLOUR WALLET	1	\$6.84	\$6.84		\$
AMEOH907	OSMER RECYCLED HIGHLIGHTER - YELLOW	2	\$1.32	\$2.64		\$
FC33-00070	UHU GLUE STICK 40 GRAM	3	\$3.16	\$9.48		\$
AME300L	OSMER WOODEN RULER 30CM LACQUERED	1	\$0.75	\$0.75		\$
GNS54110	SOVEREIGN DISPLAY BOOK A3 INSERT COVER 20 FIXED POCKETS	1	\$9.03	\$9.03		\$
YRS-24B	YAMAHA DESCANT YRS-24B RECORDER	1	\$14.95	\$14.95		\$
<b>LIST B REQUIREMENTS ( CAN BE BROUGHT THROUGH FROM YEAR 3 )</b>						
MMT14SH-KHBLK	SHINTARO KIDS STEREO HEADPHONE BLACK	0	\$16.95	\$0.00		\$
MRPRT10	MICADOR PROTRACTOR 180 DEGREE CLEAR PLASTIC 10CM	0	\$0.58	\$0.00		\$
AMEWNWA3	OSMER A3 STUDENT WRITE AND WIPE ERASABLE SLEEVE	0	\$10.29	\$0.00		\$
AMEME222	OSMER MINI WHITEBOARD ERASER - SINGLE	0	\$2.24	\$0.00		\$
9780190302689	AUSTRALIAN INTEGRATED PRIMARY SCHOOL DICTIONARY & THESAURUS 3RD EDITION	0	\$33.95	\$0.00		\$
ABAUSB16GB	ABACUS FLASH DRIVE USB 16GB	0	\$12.59	\$0.00		\$

MRSCR345W	MICADOR SCISSORS RIGHT HANDED 130MM RED HANDLE (Or left handed option below)	0	\$2.82	\$0.00		\$
MRSCL345W	MICADOR SCISSORS LEFT HANDED 130MM GREEN HANDLE	0	\$2.82	\$0.00		\$
<b>VOLUNTARY ITEMS BELOW WILL BE DELIVERED DIRECT TO THE SCHOOL, IF ORDERED</b>						
JHFT200/2	REGAL FACIAL TISSUES 2 PLY 200 SHEETS	0	\$2.10	\$0.00		\$
<b>Full Pack Total</b>						<b>\$104.85</b>

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 book pack notifications)

### DELIVERY DETAILS or COLLECTION

**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 Courier, 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.)

Collect from School and Office Supplies after the Specified collection date for your school  Yes

### 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 2021: _____	\$ _____
Name: _____	Year Level in 2021: _____	\$ _____
Name: _____	Year Level in 2021: _____	\$ _____
Name: _____	Year Level in 2021: _____	\$ _____
Name: _____	Year Level in 2021: _____	\$ _____

A delivery fee of \$9.95 to be added to the total per family. \$ \_\_\_\_\_

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

Collection From School and Office Supplies (On specified Date for your School) \$ 0.00

**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: \_\_\_\_\_