

# Kingsford Smith School

## 2016 Requirements for Year 7



The attached order form lists items selected by Kingsford Smith School as being required for Year 7 in 2016. To ensure delivery prior to **Term 1, 2016** place your order by **Wednesday, 9 December 2015**.

### Ready to Order?

For a fast, simple and secure way to place your order visit [www.officemaxschools.com.au](http://www.officemaxschools.com.au) and follow these easy steps:

1. Search for your school: Kingsford Smith School
2. Enter your school password: 12LL8E
3. Enter Student's Name and select the class or subjects they are enrolled in for 2016
4. Select the quantities of items you wish to order, then click 'Add items to Cart'
5. Review the items in your shopping cart and proceed by selecting 'Order Online', if you wish to add another student's order select 'Add another Student' and repeat steps 3 – 5 for that student
6. Enter your contact details, delivery address and payment details. Click 'Place Order' to complete your order.

Payment methods available online are **PAYPAL®**, **VISA®** OR **MASTERCARD®**. Your card will be charged immediately at the time of placing your order. An order confirmation will be sent to your specified email address.

### **IMPORTANT INFORMATION REGARDING YOUR ORDER**

#### **DELIVERY SERVICE**

All orders will be sent out via Australia Post. A specific time of delivery cannot be requested. In the event that nobody is available to receive the delivery, the driver will attempt to find a **safe place to leave your goods**. In the event the driver cannot locate a safe place to leave, a card will be left and your goods will be taken to the local Post Office for collection. Please note that PO Boxes are **NOT** allowed.

#### **DELIVERY FEE**

Orders placed on or before **Wednesday, 9 December 2015** will be delivered **FREE** of charge.

Orders placed between **Thursday, 10 December 2015** and **Friday, 18 December 2015** will incur a **\$9.95 Inc GST** delivery fee.

Orders placed after **Friday, 18 December 2015** will incur a **\$19.90 Inc GST** delivery fee.

#### **DELIVERY GUARANTEE**

Orders placed on or before **Tuesday, 1 December 2015** will be delivered on or before **Thursday, 31 December 2015**

Orders placed between **Wednesday, 2 December 2015** and **Wednesday, 9 December 2015** will be delivered before the beginning of **Term 1, 2016**.

#### **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 sent directly to you via Australia Post.

#### **PRODUCT SUBSTITUTION**

If a product is unavailable at the time of packing your order, the product may be substituted with a similar product of the same or greater value.

#### **BACK ORDERED ITEMS**

If a product is unavailable and cannot be substituted the product will be placed on back order. Back ordered items will be sent to the address of your initial order free of charge when OfficeMax receives the product from the supplier.

**Please contact OfficeMax on 1800 004 427 with any queries**

For full terms & conditions and other important information regarding your order, please visit our FAQ page at [www.officemaxschools.com.au](http://www.officemaxschools.com.au)

**Kingsford Smith School**  
**2016 Requirements for Year 7**  
**Password: 12LL8E**

\* Product Notes are listed below the item they relate to

Parent Message: Folder Display A4 Pocket 20 with KSS Logo supplied by school

CODE	PRODUCT DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
2460955	Officemax® Book Exercise 10mm Grid A4 96Pg 70Gsm each	2	\$1.17	\$2.34
1006290	Exercise Book, Music, 225X175mm, 96Pg	1	\$0.56	\$0.56
1288067	Book Binder Vic 8mm Ruled A4 168 Page ea 7 Hole Punch	10	\$1.13	\$11.30
1006533	Exercise Book, Stapled, 225X175mm, 96Pg	4	\$0.53	\$2.12
1322370	Officemax® Visual Art Diary, Spiral Bound, A4 120 Pages	1	\$5.86	\$5.86
1033506	Officemax® Foolscap Document Wallet, Blue	1	\$0.76	\$0.76
1296825	Officemax® Large Eraser, Pvc Free	1	\$0.28	\$0.28
1048171	Uhu Stic Large Glue Stick	2	\$2.06	\$4.12
1020781	Faber-Castell Textliner Highlighter, Yellow	1	\$1.09	\$1.09
1312766	Faber-Castell Connector Pens, Assorted Colours, Pack/10	1	\$4.32	\$4.32
1240307	Math Set Tin Celco 909 ea	1	\$7.93	\$7.93
1990004	Canon Office Copy Paper, White, A4, 80Gsm, Ream	1	\$4.59	\$4.59
2189348	Faber Castell Trilux Ballpoint Pen, Black, 1.0mm	4	\$0.31	\$1.24
2189356	Faber Castell Trilux Ballpoint Pen, Blue, 1.0mm	8	\$0.31	\$2.48
2189364	Faber Castell Trilux Ballpoint Pen, Red, 1.0mm	2	\$0.31	\$0.62
1290126	Officemax® Zip Pencil Cases 375X264mm	1	\$2.48	\$2.48
2105896	Pencil Clrd Tri Jumbo Asstd Clrs Pk/12	1	\$4.43	\$4.43
2130874	Staedtler Minerva Graphite Hb Pencil	8	\$0.32	\$2.56
1236946	OfficeMax Unpolished 30Cm Wooden Ruler	1	\$0.28	\$0.28
1174215	Officemax® Pencil Sharpener, Metal, 2 Hole	1	\$1.03	\$1.03
1456318	Officemax® Everyday Scissors Orange Handle, 160mm	1	\$1.47	\$1.47
	<b>Note: Please choose either left or right handed scissors</b>			
2502410	General Purpose Left Hand Scissors, 170mm	1	\$2.05	\$2.05
	<b>Note: Please choose either left or right handed scissors</b>			
<b>PRODUCT TOTAL</b>				<b>\$63.91</b>

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