

2017 Requirements List for Prep
Your Access Key: 28KQ2N

Welcome to the Class of 2017

In a few quick clicks your back to school supplies can be sorted well before the new school year begins. But don't wait until 2017 and get left behind.



ORDERING INSTRUCTIONS

Ordering is fast, secure and convenient, just visit **officemaxschools.com.au** and follow these easy steps:

1. Search for your school Glen Iris Primary School, Glen Iris, VIC and enter your school access key 28KQ2N if required.
2. Complete the student's details and select Prep.
Select their class (for primary schools) or subjects (for secondary schools).
3. Review your requirements list and make changes (if required).
Please note: some list items have been denoted by your school as a requisite for the subject or year.
4. If you need additional items, top up from our Back to School special range, and checkout.
Please note: For home deliveries only, if you have more than one student at the same school repeat above steps.

Once completed, an order confirmation will be sent to your email address.

Please note: If you have purchased any eBooks you will receive a separate activation email and any technology items you order will be sent separately to the rest of your items.

Payment Methods Accepted

OfficeMax accepts PAYPAL, VISA or MASTERCARD



Your card will be charged immediately at the time of placing your order.

ORDER DEADLINES and DELIVERY INFORMATION

Home Delivery:

Your order will be delivered to your home or work.

- Orders placed on or before 4th December 2016 will be delivered free of charge before the end of December 2016
- Orders placed between 5th December 2016 and the 11th December 2016 will be delivered free of charge before the beginning

Have a question? We're here to help!

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of Term 1, 2017

- Orders placed between 12th December 2016 and 18th December 2016 will incur a delivery fee of \$9.95, and be delivered before the beginning of Term 1, 2017
- Orders placed after 18th December 2016 and before 31st December 2016 will incur a delivery fee of \$19.90, and be delivered before the beginning of Term 1, 2017
- Unfortunately, delivery of orders placed after 31st December 2016 cannot be guaranteed before the start of Term 1, 2017

Note: Any orders placed after 18th December are subject to variance in stock levels.

Australia Post - Orders are delivered via Australia Post's eParcel service. As soon as your order is dispatched an email will be sent to let you know the Australia Post tracking ID Number. Your order can be tracked at auspost.com.au.

Note: PO Box addresses are not accepted by Australia Post.

HAVE A QUESTION?

If you need help placing your order, returns or refunds, delivery information or have a general enquiry, please visit [**officemaxschools.com.au/help**](http://officemaxschools.com.au/help)

To view our full terms and conditions regarding your order, please visit our officemaxschools.com.au/terms

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CODE	DESCRIPTION	QTY	PRICE	TOTAL
Student Pack				
Please bring all items to school on the first day of Term One 2017. As we have limited space in our recycling bins, empty boxes are to be taken home for recycling. All items in the class pack are required. The headsets are required for ICT and can be ordered or retained from 2016. *Please cover the red & blue document wallets using clear contact only. *Do NOT name any items as these will be collected on the first day and distributed throughout the year.				
Essential Items				
5024951	School Curriculum Materials <i>(Per Student) Compulsory - This levy is used to purchase bulk paper supplies, classroom art, craft, project & display materials & class book sets etc.</i>	1	\$100.00	\$100.00
5024978	Excursion Levy - Prep <i>(Per Student)</i>	1	\$136.00	\$136.00
5014697	Mathletics Contribution <i>(Per Student) - Compulsory</i>	1	\$13.00	\$13.00
				Total: \$249.00
CLASS PACKS- BOOK BOXES				
1290029	Book Writing 24mm Dotted Thirds	1	\$0.88	\$0.88
1387030	Officemax® Megaspace Scrapbook, 100Gsm, 335X245mm, 64 Pages	6	\$1.32	\$7.92
1231758	Texta Zoom Twist Crayons, Assorted Colours, Pack/12	1	\$10.05	\$10.05
2202115	Officemax® Black Refillable A4 Display Book W/Insert Cover, 20	1	\$2.81	\$2.81
1475207	Bostik Large Blu Stik 35g	3	\$3.06	\$9.18
1419714	Faber-Castell Junior Triangular Colour Pencils, 10 Pack	1	\$5.54	\$5.54
1908758	Staedtler Triangular Jumbo 2B Graphite Pencil	2	\$0.84	\$1.68
1184385	Officemax® Foolscape Document Wallet, Red	1	\$0.90	\$0.90
1033506	Officemax® Foolscape Document Wallet, Blue	1	\$0.90	\$0.90
1466941	Verbatim Multimedia Headset With Volume Control <i>Or retain from 2016</i>	1	\$10.82	\$10.82
				Total: \$50.68
Voluntary Financial Contributions				
5021375	Library / Information Technology Fund <i>(Per Student) - Tax Deductible</i>	1	\$200.00	\$200.00
5021383	Building Fund (Per Family) <i>(Per Student) - Tax Deductible</i>	1	\$90.00	\$90.00
5021723	Working Bee Donation (Per Family)	1	\$70.00	\$70.00
				Total: \$360.00

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