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## 2017 - 3 Year Old Kindergarten Stationery Requirements

The 2017 stationery requirements are available through **Paper Plus Office National**. Orders can be placed online, directly with Paper Plus or handed into Administration at GGS along with payment.

### **ORDER OPTIONS (please see further details on the How to Order Form)**

1. ONLINE at [www.officenationalgeraldton.com.au](http://www.officenationalgeraldton.com.au) – online orders close **04.12.2016**.
2. IN STORE Complete your stationery list and return *with payment* to Paper Plus Office National, 70 Chapman Road by **04.12.2016**.
3. AT SCHOOL Complete your stationery list and return *with payment* to the office at Geraldton Grammar School by **28.11.2016**.

### **PAYMENT OPTIONS (please see further details on the How to Order Form)**

1. CREDIT CARD payment online.
2. EFTPOS/ CASH/ CREDIT CARD at Paper Plus 70 Chapman Road
3. CASH or CREDIT CARD details through GGS Administration (please complete the CC details form on the back of this page if choosing this option, and if not ordering online.)

**Please note: Payment by cheque is not available.**

**Non-paid orders** - Full payment of your order will be required before your order can be processed.

**Please note:** Stationery list prices are only valid for orders placed before 4 December 2016

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### **GERALDTON GRAMMAR SCHOOL Additional requirements**

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Can all equipment please be brought to Meet and Greet time so they are able to be distributed between Maths, Languages, Art and Music classes before start of term. Thank you.

#### **Parents to supply for classroom**

2 x large box of tissues

#### **Distributed through the school (charged to school account)**

Consumable Charge	\$40.00
Reading folder	\$10.00
<b>Total</b>	<b>\$50.00</b>

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# 2017 STATIONERY REQUIREMENTS

GERALDTON GRAMMAR SCHOOL - HOW TO ORDER

Office National

## 1. ORDER ON-LINE by 4 DECEMBER 2016 (to get the best Back-To-School pricing)

Visit us at [www.officenationalgeraldton.com.au](http://www.officenationalgeraldton.com.au)

Site will be available from Sunday 30th October 2016

Choose 'SHOP BY PRODUCT' on the home page

Choose 'BOOKLISTS' on the Product Ribbon

Select your school and Year Level (CODE GGS101) and follow the prompts

Enter your details = name/s and contact details

Adjust quantities as required

Place the order and pay by credit card

**\*\*ONLY PAYMENT BY CREDIT CARD AVAILABLE ONLINE through EWAY**

**PLEASE NOTE – Online ordering will be available up until JANUARY 4<sup>th</sup> 2017 however pricing will revert to retail price after 4 DECEMBER 2016 and all items may not be available**

## 2. OR, RETURN TO Paper Plus OFFICE NATIONAL (WITH PAYMENT) BY 4 DECEMBER 2016

- Tick the required items and use sub-total column where required and record your grand total on the bottom of this page
- Use this option if you wish to pay by cash or EFTPOS

## 3. OR, RETURN TO THE SCHOOL OFFICE (WITH PAYMENT) BY 28 NOVEMBER 2016

- Tick the required items and adjust quantities and use sub-total column where required
- Record your grand total at the bottom of your list
- Pay cash to the school office, or complete your credit card details on the form below

### ORDER COLLECTION

Collect your pre-packaged items from **Paper Plus Office National, 70 Chapman Road**

- Thursday 19<sup>th</sup> and Friday 20<sup>th</sup> January (9am to 5pm) Saturday 21<sup>st</sup> (9am to 12noon)
- Thursday 26<sup>th</sup> and Friday 27<sup>th</sup> (9am to 5pm) Saturday 28<sup>th</sup> (9am to 12noon)

### MISSED THE CUT OFF DATE?

Orders can still be placed in store until the 4<sup>th</sup> January 2017 and will be packed for pickup. However, supply of all items on the list cannot be guaranteed after 4 December and the prepaid price will **not** be valid.

***Need Help? Contact us at 99641919 or [sales@officenationalgeraldton.com.au](mailto:sales@officenationalgeraldton.com.au)***

**PAYMENT INFORMATION – use only if using this form to order. Please consider on-line orders**

Date: ..... / ..... / 2016 Credit Card (please tick) **Visa** **Mastercard**

Cardholder's Name: ..... Signature: .....

Card Number: ..... / ..... / ..... Card Expires ..... / .....

**Grand Total \$.....**

**YOUR CREDIT CARD WILL BE DEBITED ON PLACEMENT OF ORDER.**

**CASH OR EFTPOS option available when returning your completed order to Paper Plus Office National  
70 Chapman Road \*Please note pick-up dates and times**

Student's Name: ..... Phone: .....

Parent's Name: ..... Email: .....

<i>Code</i>	<i>All Students to supply</i>	<i>Tick if req</i>	<i>Qty</i>	<i>Unit Price</i>	<i>Total</i>	<i>Your Total</i>
7023898	DISPLAY BOOK A3 20 INSERTS BLACK		1	\$8.00	\$8.00	
7007281	GLUE STICK UHU 40GM		2	\$3.25	\$6.50	
7007620	LAMINATING POUCHES A4 80 MICRON PACK 100		1	\$15.00	\$15.00	
7006895	OLYMPIC MEGASAURAS 64 PAGE SCRAPBOOK P70		1	\$2.30	\$2.30	
7004990	SCISSORS MICADOR SIZZLE 150MM		1	\$4.60	\$4.60	
7036167	SELLOTAPE MASKING TAPE 24MM X 50M		1	\$3.35	\$3.35	
					<b>\$39.75</b>	
<b>YOUR ORDER TOTAL</b>						

Please label only the Display Folder with your child's name. All other items are shared.