

## Terms and Conditions

- **ORDERS FOR 2022**

**Via FLEXISCHOOLS (preferred):** Full book Packs and partial orders – take note of cut off times/days for your preferred collection day - cut off to ensure January orders are ready in time for pick up - 3pm 16 January 2022

**HAND IN** at the Stationery Store – Full Book Packs only – available immediately or in two working days (depending on volume of orders)

**EMAIL** to stationery@fernycross.eq.edu.au – available in two working days

Anticipated stock for January is ordered in December. To ensure stock availability, orders for January should be placed by Monday 6 DECEMBER 2021. (Orders can be placed in November/December and paid for when collecting)

- **COMPLETING THE ORDER FORM:**

Complete a SEPARATE form for each student in the **Students' name** (*not parent's*)

**DISCOUNTED PRICE** applies to the purchase of a **COMPLETE YEAR LEVEL STATIONERY PACK** only, NO SUBSTITUTES. This pack includes all booklist items (see back of Booklist & Order Form) except RI Booklet, Extras and Carry overs (order these if required). All other sales are at full cost.

**CIRCLE** preferred collection time i.e. **November/December or January.**

If your child participates in classroom **Religious Instruction**, ensure that the booklet is added to the order.

- **PAYMENT:** FLEXISCHOOLS

CASH – when placing or collecting order

Mastercard, Visa, EFTPOS - **over the counter only** when placing or collecting order

**DO NOT** place money or orders in the box at the office or give to Teachers. **NO RESPONSIBILITY ACCEPTED FOR MONEY NOT HANDED TO THE STATIONERY STORE.** No goods issued unless full payment has been received.

- **CHECK YOUR ORDER** to ensure you have received the correct items. Exchanges/returns accepted within 7 working days. Covered, named or damaged items cannot be returned. Chairbag/Library bag claims are subject to assessment by the manufacturer.

- **REAMS OF PAPER** can be paid for through the Stationery Store. If supplying your own, please label clearly with **Student's Name** and **2022** Year level, and leave at the **Office** no later than **FRIDAY, 25 FEBRUARY 2022.** (**PLEASE NOTE: MUST** be **GOOD QUALITY** to avoid costly damage to photocopiers.) Teachers distribute the reams of paper throughout the year.