



# **AMBERLEY DISTRICT STATE SCHOOL**

## **PREP YEAR REQUIREMENTS 2022**

This is a list of the basic requirements needed by your child to begin the new school year. This list has been carefully prepared by the teachers with specific items listed. By obtaining your book pack requirement through our supplier Olympia Office Products you will obtain exactly the correct items required (saving you time and money).

You may place your order in any of the following ways.

### **By Website:**

You can order on your school website at [www.amberleydistrictss.eq.edu.au](http://www.amberleydistrictss.eq.edu.au) and click on the booklist link, follow the prompts and place your order.

Or

Go to [www.olympiaschoolsupplies.com.au](http://www.olympiaschoolsupplies.com.au). Click on the Orange "Order Your Booklist" banner at the top of the front page and type in the access for your school which is **ADSS44** and then follow the prompts to place your order.

**By Post or in Person:** Olympia Office Products, Unit 1, 32 Annie Street, Coopers Plains 4108. Office Hours are Monday to Friday 8.30am to 4.45pm (payment form on back page)

**By Fax or Email:** Fax (07) 3275 1120 or email at [sales@olympiaonline.com.au](mailto:sales@olympiaonline.com.au).

### **Payment Options:**

Manual School Orders, Post/Fax Orders – Payments can be made by Visa, Mastercard or Money order. Payment details are to be completed on the back of this form. Money orders are to be made payable to Olympia Office Products.

On Line Orders – Payments can be made by Visa, Mastercard or ZIP Pay.

Orders placed in Person at Olympia Office Products – Layby Option, Visa, Mastercard, Money Order or Cash.

### **Special Lay-By Option:**

Fill in your booklist form and bring into our office at Coopers Plains by 17 December 2021 and pay a \$20.00 (Non-Refundable) deposit for each pack submitted. Your book pack will be picked, packed and ready for you to collect and pay the balance at our office from the week commencing 10 January 2022. **This option is not available online.**

**ALL ORDERS ARE TO BE SUBMITTED BY 17 DECEMBER 2021**

### **Late Orders:**

There are no additional fees for late orders, however, orders placed after the required submission date will not be picked and packed until after all orders that have been placed on time have been completed. This can take between 5 to 15 business days for late orders. By placing your order on time, you will be ensured that your child starts the new school year with all of their required products.

**OLYMPIA**  
**OFFICE PRODUCTS**

**[www.olympiaschoolsupplies.com.au](http://www.olympiaschoolsupplies.com.au)**

Olympia Office Products, Unit 1, 32 Annie Street, Coopers Plains, Qld 4103 Ph: (07) 3275 1122, Fax: (07) 3275 1120,  
E-mail: [sales@olympiaonline.com.au](mailto:sales@olympiaonline.com.au) Web: [www.olympiaschoolsupplies.com.au](http://www.olympiaschoolsupplies.com.au)

**Office Hours: Monday to Friday 8.30am – 4.45pm. Christmas Office Closures: 24th December 2021 to 4th January 2022**  
**Orders may still be placed online over this period and will be actioned upon return.**

**Home Delivery**: has been subsidised by Olympia Office Products and is available at a small cost of **\$8.95 per DELIVERY ADDRESS** (regardless of the number of packs delivered). Please ensure all your family orders are placed TOGETHER, otherwise you will be charged for each pack. We DO NOT phone prior to delivery. If you are not home your order will be left in a safe dry place. Alternatively, you may choose to have your order delivered to a work or family/friend's address. Packing and distribution will begin on 1 November 2021 and will continue until ALL orders are processed.

**Pick Up** – Olympia Office Products (No delivery fee) When your order is ready you will receive an email, text or phone call from Olympia Office Products to advise you that your order is ready. Pick up is available from Olympia Office Products, Unit 1, 32 Annie Street, Coopers Plains from Monday to Friday between 8.30am and 4.45pm once you have been advised that your order is ready for collection. This is a great option if you are going away on holidays over the Christmas period.

**Pick Up** is NOT AVAILABLE from Amberley District State School

**Returns and Refunds:**

Refunds or exchanges will be made on goods deemed faulty from the manufacturer. Please choose carefully. All orders are Firm Sale. Once orders are submitted and paid, no cancellations or changes can be made.

**Business Office Hours:**

Business Office Hours are Monday to Friday from 8.30am to 4.45pm. Christmas Closures from 24th December 2021 to 4th January 2022. Orders may still be placed online over this period and will be actioned upon return. Deliveries are still made over this period.

***“EARLY BIRD ORDERS”***

PLACE YOUR BOOK PACK ORDER BY 30<sup>TH</sup> NOVEMBER 2021

AND GO INTO THE DRAW TO HAVE IT SUPPLIED FREE

**SUBMIT YOUR ORDER BY 30 NOVEMBER 2021**

**2 TO BE WON**

WINNING STUDENT'S WILL HAVE THEIR BOOK PACK VALUE  
REFUNDED

(Winners will be drawn and notified on Tuesday 2<sup>nd</sup> December 2021)

**ORDER FORM**  
(Detach & Return this side)

**AMBERLEY DISTRICT STATE SCHOOL**

**STUDENT NAME** \_\_\_\_\_  Boy  Girl  
(Please Tick One)

**STREET** \_\_\_\_\_ **TELEPHONE** \_\_\_\_\_

**SUBURB/TOWN** \_\_\_\_\_ **POSTCODE** \_\_\_\_\_

**PREP BOOK LIST 2022**

**Please print your child's first name and surname on the following items only:**

Headphones, scrapbooks, display folder, clipboard, exercise book, pouch and library bag.

DESCRIPTION	Quantity Required	PRICE EACH	Quantity Ordered	TOTAL PRICE
<b>STATIONERY</b>				
Olympic Exercise Book A4 25mm Ruled 48 Page	1	\$ 0.85		
Olympic Botany Book A4 18mm + Blank 64 Page	2	\$ 1.30		
Olympic Scrapbook Minisaurus Bond 168mm x 240mm 64 Page	1	\$ 1.35		
Olympic Scrapbook Megasaurus Bond 335mm x 245mm 64 Page	2	\$ 1.85		
Olympic A3 Sketch Block (Art)	1	\$ 3.60		
Scotch 502 Everyday Sticky Tape 24mm x 66m (75mm core)	1	\$ 1.95		
Document Wallet Poly Foolscap wallet with Velcro closure	3	\$ 1.25		
Staedtler Jumbo Triangular Graphite Pencils 2B	8	\$ 0.85		
Osmer Twistable Crayons (Assorted Pack 12)	2	\$ 4.40		
Markers Faber Connector Jumbo Wallet 12 Assorted	1	\$ 8.30		
Glue Stick Bostik 35gm – Clear (Dries Clear)	5	\$ 2.75		
Headphones Shintaro 101 with Volume Control (No Earphones)	1	\$ 8.50		
Fold Back Clip 25mm	2	\$ 0.10		
Clipboard A4 (without folder)	1	\$ 2.20		
Plastic Magazine File (no cut outs)	1	\$ 8.65		
Display Book A4 Refillable – Blue	1	\$ 1.35		
Whiteboard Markers – Faber Grip Dot Triangular (Wallet of 4 Assorted)	1	\$ 9.85		
Initiative A4 White Copy Paper 80gsm (Delivered Direct to School)	1	\$ 5.00		
Tissues Large 2 Ply (Box 200) (Delivered Direct to School)	1	\$ 1.70		

**Order Total** \$

**Tick Box if you require all recommended quantities.**  
**Total Cost \$ 92.90**

Children are also required to provide the following available from the School Uniform Shop

**1 x Homework Pouch**

**1 x Drawstring Waterproof Library Bag**

Uniforms (including yellow hat), school bags, lunchboxes and spare clothes are also to be named.

**All other items are to remain unnamed.**

Please  
Tick  
  
Home Delivery

Please  
Tick  
  
Olympia Office Pick Up

Please  
Tick  
  
Special Lay-By Option

### **METHOD OF PAYMENT**

TICK ..... Money Order enclosed      TICK ..... Credit Card (Please complete next section)  
..... Zip Pay (Online Only)      ..... Cash (Only at Olympia Office Products Office)

(Please make all cheques payable to "Olympia Office Products")

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### **HOME DELIVERY**

Delivery Address (if different from home address) .....

Any special delivery instructions: .....

..... (eg. Place to leave order/s if not home, dog problem etc)

**TOTAL OF THIS ORDER:** .....-

**NAMES OF ANY OTHER ORDERS PLACED:**

..... Year ..... Total .....-

..... Year ..... Total .....-

..... Year ..... Total .....-

Please staple all of your orders together for ease of processing

**THERE IS A \$8.95 CHARGE PER DELIVERY ADDRESS** .....8-95...

**OVERALL TOTAL** \$.....-

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### **CREDIT CARD ORDER**

Name of cardholder .....

Address.....Telephone (.....)

Email.....

Suburb/Town.....Post Code .....

(Delete the one that doesn't apply) Charge my **VISA / MASTERCARD**

CARDHOLDER NUMBER : \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

EXPIRY DATE : \_\_\_\_ / \_\_\_\_

3 DIGIT SECURITY CODE : \_\_\_\_ (Located on Signature Strip on Back of Card)

CARDHOLDER SIGNATURE .....

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