



# 2024 Student Resource Kit Wynnum State School

Year  
**P**

Orders due: 24<sup>th</sup> November 2023

## DELIVERIES:

2 January 2023 – 14 January 2024

**COLLECT IN STORE**  
ON OR AFTER 8th JANUARY 2024

## RESOURCE KIT:

This is the list of classroom requirements for your child for 2024. Please ensure **all items are named** unless otherwise indicated, and that **books are preferably covered** (this helps to keep the books in good order throughout the whole year).

## ORDERING OPTIONS:

**Online Ordering** - Order your requirements online at [www.schoolandoffice.com.au](http://www.schoolandoffice.com.au). Click on the BOOKPACKS link (picture of two little girls) to take you to backpack ordering. Copies of the booklists can be downloaded prior to ordering. Payment will be expected at the checkout by Mastercard or Visa.



**SCHOOL CODE: WYN01**

**Order Form** - Complete an order form and hand it in to the school or to School and Office Supplies by the due date, with payment by Cheque, Money Order, Visa or Mastercard. Payments in store can be made by cash, cheque, money order, Visa or Mastercard.

## DELIVERY:

The packs that are delivered to your home, you are not expected to be there to accept delivery. Deliveries can be made to an alternate address ie. PO Box, work, neighbours, relatives etc. The delivery address cannot be changed after your order is submitted. A delivery fee of \$9.95 is charged per Family.



**S.O.S.**  
SCHOOL & OFFICE  
SUPPLIES

1/70 Tingal Road,  
Wynnum QLD 4178

PO Box 1110,  
Wynnum QLD 4178

P: 1300 PENCIL (736245)  
F: 1300 WYNNUM (996686)

E: [bookpacks@schoolandoffice.com.au](mailto:bookpacks@schoolandoffice.com.au)  
W: [www.schoolandoffice.com.au](http://www.schoolandoffice.com.au)

## **COLLECTION:**

Orders can be collected from School and Office Supplies at Unit 1/70 Tingal Road Wynnum. When ordering online you must choose the option to collect your order. Please note there will be a specific collection date advised when ordering your supplies online.

## **LATE ORDERS:**

**New Enrolments** – Order directly through School & Office Supplies (without penalty).

**All other late orders** – We do accept late orders, however, as these orders cannot be processed quickly and efficiently on our production line along with the on-time orders for your school, a handling fee of \$15.00 per student will be charged.

**Shop In-store** - School supplies can be purchased at any time from School & Office Supplies (open 6 days). Shop pricing will differ to booklist pricing.

**\*\*\* Please choose carefully when ordering.\*\*\***

The Resource Kit content is compiled by the school and lists the items they expect your child to bring along at the commencement of the school year. If there are items on the list that your child already has that are in good working order, there is no need to re-purchase them.

**Changes** - Changes cannot be made to your order once submitted.

**Returns** – If a product is damaged in transit or faulty we will provide you with a replacement.

**Cancellations** – Order cancellations are accepted if your child(ren) will no longer be attending the school. A 10% cancellation fee will apply. Return of cancelled orders already delivered will not be accepted after 31 January 2024.

**Queries** - If you have any queries regarding your order, please direct them to School & Office Supplies – NOT to the school, via email to [bookpacks@schoolandoffice.com.au](mailto:bookpacks@schoolandoffice.com.au). Please be aware that the phones become congested during January.

## **CHECKING YOUR ORDER(S):**

Please check your order/s as soon as you receive them. You have fourteen (14) days within which to report any damaged, missing or incorrect items.



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STUDENT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

Item	Description	Qty	Price	Extended	Required	Total
<b>STUDENT REQUIREMENTS - Please individually name the following items :</b>						
NPNB5060	PROTEXT SCRAP BOOK ANIMAL MAGIC 330 X 240MM 64 PAGE 100GSM PP COVER (To be Named) #	3	\$2.95	\$8.85		\$
NPEB6550	WRITER PREMIUM STORY BOOK 64PG PLAIN / 24MM-DRILL #	2	\$2.75	\$5.50		\$
AA2015000	MARBIG DOCULOPE WALLET PP WITH BUTTON A4 CLEAR (To be Named) #	2	\$1.00	\$2.00		\$
	<b>NOTE TO PARENTS/CARERS: Only items marked with # need to be named.</b>					
<b>GENERAL REQUIREMENTS - Please DO NOT name the following items:</b>						
FC12-116572-HB	FABER-CASTELL JUNIOR GRIP TRIANGULAR LEAD PENCIL HB - SINGLE	6	\$0.60	\$3.60		\$
FC16-111622	FABER-CASTELL JUMBO CLASSIC COLOUR PENCILS 12 COLOURS	2	\$11.25	\$22.50		\$
AMEOS502	OSMER WHITEBOARD MARKER BULLET - BLUE	4	\$1.55	\$6.20		\$
MTATX1000-S	TEACHABLES MINI WHITEBOARD ERASER - SINGLE	1	\$3.45	\$3.45		\$
PQ100400	ARTLINE GLUE STICK 40 GRAM	5	\$2.15	\$10.75		\$
JA0358120	CELCO SCISSORS YELLOW 160MM SCHOOL (Left-hand option below)	1	\$1.85	\$1.85		\$
DK13594	WESTCOTT KIDS BLUNT TIP - LEFT HANDED (Optional - NOT included in 100% Pack Total)	0	\$2.45	\$0.00		\$
AA2015212	MARBIG DOCULOPE WALLET PP WITH BUTTON A3 CLEAR	1	\$3.15	\$3.15		\$
SDS30001	SHARPIE MARKER PERMANENT FINE POINT - 1.0MM BLACK	1	\$2.45	\$2.45		\$
PQ56067	SPIRAX 533 SKETCH BOOK A3 297 X 420MM	2	\$3.95	\$7.90		\$
BS58-7855	CRAYOLA ULTRA-CLEAN BRIGHT WASHABLE BROADLINE MARKERS WITH COLOR BRIGHT COLOURS PKT 10	1	\$7.95	\$7.95		\$
SP197727	OLYMPIC EXERCISE BOOK - A4 48 PAGE 18MM RULED	2	\$1.05	\$2.10		\$
AA87262	MARBIG OFFICE TAPE 24MM X 66M 76.2MM CORE	1	\$1.95	\$1.95		\$
AA1108007S	MARBIG MANILLA FOLDERS A4 BUFF SINGLE	2	\$0.30	\$0.60		\$
<b>THE FOLLOWING PRODUCTS WILL BE DELIVERED DIRECTLY TO THE SCHOOL</b>						
AR80A4	ARIA A4 PAPER SUPER HIGH WHITE (NOT In Pack - Delivered Direct to School)	1	\$7.95	\$7.95		\$
PHS21630380(38)-50	LAMINATING POUCH A4 80 MICRON PACK OF 50 (NOT In Pack - Delivered Direct to School)	1	\$14.95	\$14.95		\$

PHS30342680(38)-10	GOLD SOVEREIGN LAMINATING POUCHES A3 2 X 80 MICRON PACK 10 (NOT In Pack - Delivered Direct to School)	1	\$4.95	\$4.95		\$
QU90347S	QUILL WHITE PASTEBOARD 510MM X 635MM SHEET 200GSM SINGLE (NOT in Pack - Delivered Direct to School)	3	\$1.20	\$3.60		\$
SPEBSW200A4-25	BRISTOL WHITE BOARD 200GSM A4 25 SHEETS (NOT In Pack - Delivered Direct to School)	1	\$4.95	\$4.95		\$
SP193450-25	OPTIX RAINBOW COLOURED COPY PAPER A4 80GSM PASTELS 25 SHEETS (NOT In Pack - Delivered Direct to School)	1	\$2.95	\$2.95		\$
JHFT200/2	REGAL FACIAL TISSUES 2 PLY 200 SHEETS (NOT In Pack - Delivered Direct to School)	2	\$2.65	\$5.30		\$
<b>ADDITIONAL REQUIREMENTS - Please individually name the following items also :</b>						
	# LIBRARY BAG (To be Named) - Available from the Uniform Shop.	1	\$0.00	\$0.00	1	\$0.00
	# SWIMMING BAG (To be Named) - Available from the Uniform Shop.	1	\$0.00	\$0.00	1	\$0.00
	# SWIMMING CAP (To be Named) - Available from the Uniform Shop.	1	\$0.00	\$0.00	1	\$0.00
	# SWIMMING SHIRT (To be Named) - Available from the Uniform Shop.	1	\$0.00	\$0.00	1	\$0.00
	# SWIMMING TOGS (To be Named) - Available from the Uniform Shop.	1	\$0.00	\$0.00	1	\$0.00
	# OLD T SHIRT FOR PAINTING / ART - BROUGHT FROM HOME - (Please no long sleeves)	1	\$0.00	\$0.00	1	\$0.00
<b>Full Pack Total</b>						<b>\$135.45</b>

Please complete the following in as much detail as possible:

### STUDENT DETAILS

Surname: \_\_\_\_\_ First Name: \_\_\_\_\_  
Parent/Guardian Name: \_\_\_\_\_  
Contact Phone Number/s: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
(Required for backpack notifications)

### DELIVERY DETAILS or COLLECTION

**PLEASE NOTE:**

1. You are **NOT** expected to be home to accept your delivery.
2. Your orders will be delivered **AT ANY TIME** during the specified delivery period (you cannot specify when you would like them delivered).
3. Deliveries are made by Australia Post or Courier, so you **CANNOT BE CONTACTED** by them to coordinate special delivery arrangements.
4. Deliveries can be made to **ANY ADDRESS** – home, work, neighbours, relatives, or PO Box.

Delivery Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Delivery Instructions: \_\_\_\_\_  
(You can specify a safe place for the pack/s to be left if you will not be home, eg. leave in carport.)

Collect from School and Office Supplies after the Specified collection date for your school  Yes

### PAYMENT DETAILS

**TOTAL OF THIS ORDER:** \$ \_\_\_\_\_  
(If you have more than one child at the School, please attach additional orders to that of your ELDEST child)

PLUS, other children at the School with orders:

Name: _____	Year Level in 2024: _____	\$ _____
Name: _____	Year Level in 2024: _____	\$ _____
Name: _____	Year Level in 2024: _____	\$ _____
Name: _____	Year Level in 2024: _____	\$ _____
Name: _____	Year Level in 2024: _____	\$ _____

A delivery fee of \$9.95 to be added to the total per family. \$ \_\_\_\_\_

A handling fee of \$15.00 to be added to the total for *each late student order* placed (excludes new enrolments). \$ \_\_\_\_\_

Collection from School and Office Supplies (On specified Date for your School.) \$ 0.00

**FAMILY TOTAL** (including all other children for which there are orders listed above). **Total:** \$ \_\_\_\_\_

**Payment Method (place a ✓ next to your selection):**

- Cheque – made payable to “School & Office Supplies”.  
 Money Order – made payable to “School & Office Supplies”.  
 Credit Card –  Mastercard  Visa

Card Number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Expiry Date: \_\_\_\_ / \_\_\_\_ CCV: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Cardholder's Signature: \_\_\_\_\_

