

**2018 Requirements List for Pre-Primary**  
**Your Access Key: W5RV5X**

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Every time you buy textbooks or stationery from OfficeMax, we give a portion of your spend back to your School. A few small exclusions apply, which you can find out about at [officemaxschools.com.au/givesback](http://officemaxschools.com.au/givesback).

**ORDERING INSTRUCTIONS**

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

1. Search for your school Duncraig Primary School, Duncraig, WA and enter your school access key W5RV5X if required.
2. Complete the student's details and select Pre-Primary.
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:* Any technology items you order will be sent separately to the rest of your items.

**Payment Methods Accepted**

OfficeMax accepts PAYPAL, zipPay, 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 nominated address.

- Orders placed on or before 3rd December 2017 will be delivered free of charge before the end of December 2017
- Orders placed between 4th December and 17th December 2017 will be delivered free of charge before 24th January 2018
- Orders placed after 17th December 2017 will incur a delivery fee of \$12.95.

Unfortunately, delivery of orders placed after 17th December cannot be guaranteed before the start of Term 1, 2018

Note: Any orders placed after 17th 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

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**Have a question? We're here to help!**

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sent to let you know the Australia Post tracking ID Number. Your order can be tracked at [auspost.com.au](http://auspost.com.au).

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

### VISIT US

When shopping at our OfficeMax stores, please bring this list to receive your schools Back to School pricing as standard retail pricing applies without this list. Product codes starting with 5 cannot be purchased or paid for at the retail stores. Payment options available are Cash, EFTPOS, Visa or MasterCard.

#### OfficeMax Store – North

Unit 6/505 Scarborough Beach Rd  
Osborne Park WA 6017  
(Access off Selby St)

#### Trading Hours – Both Stores

Mon – Fri: 8.30am – 5.00pm  
Sat: 9.00am – 5.00pm  
Sun: Closed

#### OfficeMax Store – South

Unit 5/9 Yampi Way  
Willetton WA 6155

#### Extended Trading Hours – Both Stores

Tues 2<sup>nd</sup> January – Sat 3<sup>rd</sup> February 2018  
Mon – Fri: 8.00am – 6.00pm  
Sat: 9.00am – 5.00pm  
Sun 28<sup>th</sup> January: 11.00am – 4.00pm

**Both stores are closed on all Public Holidays.**

*Please note: zipPay is not available in store as a payment method*

### 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](http://OfficeMaxSchools.com.au/terms)*

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BIN	CODE	DESCRIPTION	QTY	PRICE	TOTAL
<b>Pre-Primary</b>					
Parents To Supply The Following Additional Items Please: 1 x Box of Tissues, 1 x Pack of Paper Towels, 1 x Waterproof Library/Communication Bag (Purchased Through School Uniform Shop).					
<b>Recommended Items</b>					
		<i>Please select either Right or Left handed scissors</i>	1	\$0.94	\$0.94
S0904	1113488	Blunt End Scissors 130mm Stainless Steel Red (Variants available)		\$0.94	
S0920	1163213	Blunt End Left Hand Scissors 130mm Stainless Steel Green (Variants available)		\$0.94	
S0061	1387030	OfficeMax Megaspace Scrapbook 335x245mm 100gsm White 64 Page	7	\$1.34	\$9.38
S0088	1084828	OfficeMax Plastic Protector Pockets Multiring A4 Clear, Box of 100	1	\$5.64	\$5.64
S0202	1013319	Artline 70 Black Permanent Marker 1.5mm Bullet Tip	1	\$3.31	\$3.31
S0287	1495267	Marbig Polypick Document Wallet 25mm Gusset Foolscap Blue	1	\$2.64	\$2.64
S0343	2931265	Expo Dry Erase Markers Bullet Tip Assorted Colours, Pack of 4	1	\$9.38	\$9.38
S0406	1993836	Crayola Twistable Crayons 6.0mm Assorted Colours, Pack of 12	2	\$7.69	\$15.38
S0430	1030361	Staedtler 526 50 Mars Plastic Eraser	1	\$3.01	\$3.01
S0482	1419714	Faber-Castell Triangular Junior Coloured Pencils 3.8mm, Pack of 10	3	\$5.64	\$16.92
S0776	1012029	Artline 200 Black Finesline Pen 0.4mm Tip	1	\$2.54	\$2.54
S0784	1012339	Artline Black 210 FineLine Pen 0.6mm Medium Tip	1	\$2.54	\$2.54
S0836	1475207	Bostik Blue Glue Stik 35g	6	\$3.12	\$18.72
S0861	1900293	Faber-Castell Grip 2002 Triangular Jumbo B Graphite Pencil	3	\$2.59	\$7.77
S1007	1483757	Crayola Super Tip Markers Medium Assorted Colours, Pack of 10	1	\$5.07	\$5.07
S1213	1064355	Marbig Enviro Clearview Insert Binder A4 4D Ring 50mm White	1	\$6.15	\$6.15
T3883	1241818	Kluwell My Home Reading Yellow Level (Junior)	1	\$4.50	\$4.50
					<b>Total: \$113.89</b>
<b>Other Charges</b>					
	5008395	(5008395) Voluntary School Contribution 1 Child			\$60.00

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