ST BENEDICT’S SCHOOL
YEAR 1
2019 REQUIREMENTS

IMPORTANT:
- When ordering online please make sure you use the correct code (ie some schools have the option of pick up or delivery). You can only opt for pick up if you place your order before the return date on your booklists.
- Any delivery orders NOT paid for will not be processed. Please ensure you have PAID for all delivery orders.
- If ordering online, please retain ‘confirmation of payment’ email that you would have been sent once you paid for your order. Any queries about payment please contact enquiries@ziggies.net.au
- PARTICIPATING IN THIS PROGRAM HELPS YOUR SCHOOL COMMUNITY RAISE IMPORTANT FUNDS FOR SCHOOL RESOURCES.
- Any further queries about our Returns policy, trading hours etc please visit ziggies.net.au/support-for-parents/
- BY ORDERING ONLINE, YOU GO INTO THE DRAW TO WIN 1 OF 10 $200 PRE-PAID VISA CARDS (valid for online orders placed by the 16th December 2018).

HOME OR BUSINESS DELIVERY (MUST BE PRE-PAID):
- Any delivery orders NOT paid for will not be processed. Please ensure you have PAID for all delivery orders.
- Order online by 11th November 2018.
- Visit booklists.ziggies.net.au School code: STBD Year: Year 1 Password: ZZY080
- Postage is $6.00 per child or $10.00 per family (for instructions on family delivery see below).
- Select “delivery per family” option on the first child’s order, then for every additional order, select the “additional child” option. You will be charged $10.00 delivery on the first child’s order, and $0.00 delivery for each additional child’s order. Please put the full name & year level of each sibling in the “comments” area so that we can ensure all orders are sent together.
- You will receive an email from Australia Post when your order is dispatched with a tracking number, which can be used to track your parcel on www.auspost.com.au.
- We recommend using a business address for delivery as all parcels must be signed for. If you are not home to receive the parcel it will have to be collected from the relevant Post Office. Please ensure that you enter the name of the business.
- If you are planning to be away on holidays, please enter the name and address of a friend or relative who can receive the parcel on your behalf.

PRE-ORDERED SCHOOL SHOP PICK-UP:
- Return your list to school by 9th November 2018.
- Tick the items you wish to purchase.
- To pre pay, complete the payment information (if paying by card) or return the list with a cheque made out to Ziggies Educational Supplies.

OR
- Order online up to 11th November 2018 and choose school pick-up.
- Visit booklists.ziggies.net.au School code: STB Year: Year 1 Password: ZZ005
- To pre pay, complete the payment information online.

- For payment on collection, credit card, EFTPOS & cash facilities are available– no cheques will be accepted on the day of pick-up.
- If you have chosen the pick-up option & know that you are not available to attend the pick-up day, a friend or relative may collect the bag on your behalf. Uncollected orders will be remain at school.

- Collect your pre-packed bag from the Undercover Area on Monday 3rd December 2018 from 2:30pm – 4:00pm.

LATE ORDERS:
Orders placed after the 11th November 2018 can only be for home delivery.
Postage will be $8.00 per child or $12.00 per family.
Delivery before the start of school cannot be guaranteed for orders placed after 14th January 2019.
MISSING ITEMS:
If you have any items missing from your pack that are not listed as being on back order, please notify us within 7 days of receiving your order by emailing enquiries@ziggies.net.au. Any claims made after this date will not be accepted.

REFUNDS:
Refunds will be granted for textbooks/workbooks on your Requirements List that are in **PERFECT** condition up to the 17th February 2019 or 14 days from date of purchase (whichever is the latter). **PERFECT** condition = still wrapped in packaging, no name written on, no bent corners, no book covering.

**NO REFUNDS WILL BE ISSUED FOR DIGITAL PRODUCTS WHICH HAS HAD THE CODE SCRATCHED OFF/OR SEAL HAS BEEN BROKEN.**

**NO REFUNDS WILL BE ISSUED FOR ITEMS MARKED WITH A #, THESE ITEMS ARE FIRM SALE.**

Ziggies will gladly refund or exchange any items deemed faulty from the manufacturer.

**YOU MUST BRING IN YOUR RECEIPT. A REFUND WILL NOT BE GIVEN IF THE RECEIPT IS NOT PRESENTED.**

SELF SERVICE:
Trading hours:  
- Mon – Fri: 9:00am – 5:00pm  
- Sat: 9:00am – 1:00pm

Extended hours:  
- Sat 2nd Feb: 9:00am – 3:00pm  
- Sun 3rd Feb: 11:00am – 4:00pm  
- Mon 4th Feb: 8:00am – 6:00pm  
- Tues 5th Feb: 9:00am – 6:00pm  
- Closed all public holidays

How to shop: The bin locations listed on the left hand side of your requirements list correspond to the numbers on tags underneath each item in store. These numbers run in numerical order.

Please note that the last two weeks of January are EXTREMELY busy in store. We encourage you to arrange your orders as soon as you can.

Visit us at:  
1/180 Bannister Rd  
Canning Vale WA 6155  
enquiries@ziggies.net.au  
9455 3717

Shop 31, 57 Joondalup Drive (off George Grey Place)  
Joondalup WA 6027  
northstore@ziggies.net.au

Please cut along this line and retain this slip as a reminder

PARENTS TO SUPPLY:
1x Library Bag  
1x Baby Wipes (large size pack)  
1x Homework Folder  
1x Art Shirt/Smock long sleeved and waterproof (available from the Uniform Shop)  
1x Box of Tissues  
1x Double Zip Pencil Case (to fit 30cm ruler)

Your parcel will be available from the Undercover Area on:  
Monday 3rd December 2018 from 2:30pm – 4:00pm.

You may pay via cash, credit card or EFTPOS on the day.  
No cheques will be accepted on collection day.

Surname:  
First Name:  
Total: $  

ST BENEDICTS SCHOOL  
YEAR 1
### 2019 PERSONAL ITEMS LIST - PAYMENT DETAILS - ZIGGIES EDUCATIONAL SUPPLIES

If pre-paying by credit card, please fill out the information below:

- **Card Type**: □ Mastercard  □ Visa (American Express is not accepted)
- **Card Number**: __________ /_________ /________/________  Expiry: _____ /______
- **Cardholder’s Name**: ____________________________  Signature: ____________________________

*By signing above, you authorise Ziggies Educational Supplies to debit your account for the above order.*

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**Prices are subject to change without notice**  **All prices include GST**

**NO REFUNDS WILL BE ISSUED FOR ITEMS MARKED WITH A #, THESE ITEMS ARE FIRM SALE.**