Welcome to the Class of 2016

In a few quick clicks your back to school supplies can be sorted well before the new school year begins. But don’t wait until 2016 and get left behind.

SCHOOL FUNDRAISING

By shopping with OfficeMax you will be helping to fundraise for your school, as a percentage of all orders placed with OfficeMax goes directly to your school.

ORDERING INSTRUCTIONS

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

1. Search for your school Leeman Primary School, Leeman, WA and enter your school access key W4JK8O if required.
2. Complete the student’s details and select Pre-Primary. Select their class (for primary schools) or subjects (for secondary schools).
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: You’ll receive a separate activation email for any eBooks purchased and any technology items you order will be sent separately to the rest of your booklist items.

Payment Methods Accepted

OfficeMax accepts PAYPAL, 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 home or work.
• Orders placed before 1st December will receive free delivery and will be delivered by the end December.
• Orders placed after 1st December and prior to 10th December will incur a $9.95 delivery fee and delivery will be guaranteed prior to start of term 1.
• Orders placed after 10th December will incur $19.90 delivery fee and delivery cannot be guaranteed prior to start of term 1.

Note: Any orders placed after 10th 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 sent to let you know the Australia Post tracking ID Number. Your order can be tracked at 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
Mon - Fri: 8.30am - 5.00pm
Sat: 9am - 5.00pm
Sun: Closed

OfficeMax Store – South
Unit 5/9 Yampi Way
Willetton WA 6155

Trading Hours
Mon - Fri: 8.00am – 6.00pm
Sat: 9.00am – 5.00pm
Sun (31 January only): 11.00am – 4.00pm

Extended Trading Hours (4 January – 6 February)
Mon - Fri: 8.00am – 6.00pm
Sat: 9.00am – 5.00pm
Sun: 11.00am – 4.00pm

All stores are closed on all Public Holidays.

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

To view our full terms and conditions regarding your order, please visit our officemaxschools.com.au/terms
## 2016 Requirements List for Pre-Primary

### Pre-Primary

Parents To Supply: 2 x Boxes of Tissues, 2 x Packets of Cream of Tartar, 1 x Hand Sanitizer Pump 250ml (Non-Alcohol), 1 x Water Bottle (Named), 1 x Library Bag (Approx 30cm x 50cm With Child’s Name on).

### Essential Items

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<th>BIN</th>
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<th>DESCRIPTION</th>
<th>QTY</th>
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Total: $72.74

Have a question? We’re here to help!

Please visit our website: officemaxschools.com.au