



BRASSALL STATE SCHOOL

PREP YEAR REQUIREMENTS 2025



SCAN ME

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.brassallss.eq.edu.au and click on the booklist link, follow the prompts and place your order.

OR - Go to www.olympiabookpacks.com.au and type in the access for your school which is **BSS43** and then follow the prompts to place your order.

OR – Click on the QR Code at the top right-hand corner of this page.

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 Email: Email to sales@olympiaonline.com.au.

Payment Options:

Postal/Email 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, ZIP Pay or Afterpay.

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

Special Lay-By Option:

Fill in your booklist form and bring into our office at Coopers Plains by 14 December 2024 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 13 January 2025. **This option is not available online.**

ALL ORDERS ARE TO BE SUBMITTED BY 14 DECEMBER 2024

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.olympiabookpacks.com.au

Olympia Office Products, Unit 1, 32 Annie Street, Coopers Plains, Qld 4103 Ph: (07) 3275 1122.

E-mail: sales@olympiaonline.com.au Web: www.olympiabookpacks.com.au

Office Hours: Monday to Friday 8.30am – 4.45pm. Christmas Office Closures: Public Holidays and Weekends.

Home Delivery has been subsidised by Olympia Office Products and is available at a small cost of **\$10.95 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 your work address.

Pick Up – Olympia Office Products (No delivery fee) of orders is also available. You must wait until you receive an email from Olympia Office Products to advise you that your order is ready. Pick up is only available from Olympia Office Products, Unit 1, 32 Annie Street, Coopers Plains from Monday to Friday between 9.00am and 4.45pm once you have been advised that it is ready for collection.

Pick up - Brassall State School (No delivery fee) Distribution days are at the school – Your order will be packed and available to be collected from the school on the following days:

SCHOOL PICK UP DAYS

(For orders placed by 15 th November 2024)	(For orders placed by 14 th December 2024)
11th December 2024	22nd January 2025
Between	Between
9.00am – 11.30am	9.00am – 11.30am

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. We are closed on Weekends and Public Holidays.

“EARLY BIRD ORDERS”

PLACE YOUR BOOK PACK ORDER BY 15th NOVEMBER 2024

AND GO INTO THE DRAW TO HAVE IT SUPPLIED FREE

**SUBMIT YOUR ORDER BY 15 NOVEMBER 2024
TO GO IN THE DRAW**

WINNING STUDENT WILL HAVE THEIR BOOK PACK VALUE
REFUNDED

(Winner will be drawn and notified on Monday 18 November 2024)

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ORDER FORM
(Detach & Return this side)

BRASSALL STATE SCHOOL

STUDENT NAME _____ Boy Girl
(Please Tick One)

STREET _____ **TELEPHONE** _____

SUBURB/TOWN _____ **POSTCODE** _____

PREP YEAR BOOK LIST 2025

DESCRIPTION	Quantity Required	PRICE EACH	Quantity Ordered	TOTAL PRICE
STATIONERY				
Scrapbook – Writer Blue 72 Page	4	\$ 1.95		
Exercise Book – Tudor A4 18mm Solid Ruled 48 Page	1	\$ 0.95		
Exercise Book – A4 Year 1 48 Page	2	\$ 0.95		
Glue Stick – UHU ReNature Blu Stick 40gm	6	\$ 2.65		
HB Pencils – Osmer Jumbo Tri Grip (Pack 12)	1	\$ 6.35		
Scissors Osmer 140mm	1	\$ 1.65		
Whiteboard Markers Osmer Fine Point - (Pack 4)	4	\$ 3.95		
Handy Pouch A4 (For Headsets)	1	\$ 3.30		
Faber Castell Tri-grip Colour Pencils	1	\$ 2.95		
Crayons – Osmer Twistable (Pack 12)	1	\$ 5.25		
Markers – Faber Castell Connectors (Pack 12)	1	\$ 4.85		
Multi Media Headset with Volume Control	1	\$ 8.75		
Tissues – Box 180 2ply (Delivered direct to school in bulk)	2	\$ 1.90		
A4 White Paper Initiative 80gsm (Delivered direct to school in bulk)	1	\$ 6.95		
Library Bag	1	\$ 6.50		

Order Total \$

Tick Box if you require all recommended quantities.
Total Cost \$ 92.70

ALL STATIONERY AND EQUIPMENT IS REQUIRED TO BE AT SCHOOL ON THE FIRST DAY

HOME DELIVERY IS AVAILABLE – DETAILS ARE ON THE BACK OF THIS ORDER FORM
ENSURE YOUR CHILD'S NAME AND ADDRESS IS PRINTED AT THE TOP OF THIS PAGE

Please Tick

Home Delivery

Please Tick

School Pick-up 11/12/24

Please Tick

School Pick-up 22/1/25

Please Tick

Olympia Office Pick Up

Please Tick

Special Lay-By Option
Olympia Office

METHOD OF PAYMENT

TICK Money Order enclosed TICK Credit Card (Please complete next section)
..... Afterpay (online/in store)..... Cash (Only at Olympia Office Products Office)
(Please make all cheques payable to "Olympia Office Products")

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 \$10.95 CHARGE PER DELIVERY ADDRESS10-95...

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

CREDIT CARD ORDER

Name of cardholder.....

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

Email.....

Suburb/Town.....Post Code

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

CARDHOLDER NUMBER : ____ / ____ / ____ / ____

EXPIRY DATE : ____ / ____

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

CARDHOLDER SIGNATURE

Please check your order carefully. Once your order has been placed and payment has been made, no changes can be made.
Refunds or exchanges are only available on products deemed faulty by the manufacturer.