

ONLINE ORDERING INSTRUCTIONS

PLEASE READ CAREFULLY as the process may have changed from previous years

DUE DATE: 5 JANUARY 2025

Important Information

- Orders must be placed by the due date in order for your child to receive their pack for the first day of Term 1.
- **Orders place after the due date will not be delivered to the school until mid February due to our extremely busy schedule in January. **NO EXCEPTIONS.** Please order early to avoid disappointment.**
We apologise if you are a new enrolment or missed the due date due to unavoidable circumstances, but the school is aware your pack won't be ready on the first day of school, so your child should not be disadvantaged.
- All packs will be delivered to the school and cannot be collected from Paperchase.
- Complete packs only can be ordered through Paperchase Booklist Website. We do not have a walk-in shop and individual items cannot be purchased. All orders must be placed online.

PROCESSING & HANDLING CHARGES

Orders placed after the due date will incur additional processing and handling charges as outlined below.

ORDER DATE	PROCESSING/HANDLING FEE
Up to 5 January	-
5 January – 1 st February	\$5.50 per pack

Online Booklist ordering will close on 1 FEBRUARY 2025.

You will not be able to order through our dedicated Booklist Website after this date. Please order early to avoid disappointment

Online Booklist Ordering Procedure

1. Go to <https://booklist.paperchase.com.au>
2. Enter this School Access Code: **BTSPCCP6**
Access code must be entered. Searching for school will not work
3. Click 'Create Order'
4. Enter students first and last name, choose year level from the drop-down list and click '**Continue**'.
5. Some items are sold as a pack only and/or are compulsory - you will not be able to remove these items. Other optional items will need to be selected or can be customised using quantity etc.
6. Click 'Add Order to Cart'
7. You may then either Checkout or Add Another Student.

Please check your E-mail for order receipt. *If you do not receive email confirmation, please contact Paperchase directly to confirm your order was placed correctly.*

PLEASE NOTE: Payment must be made during the online ordering process, by **Visa or Mastercard** (credit card or debit card accepted). ZIP Pay also available*

* ZIP -Interest free, nothing to pay upfront, flexible repayments. You will need an active Zip account. Conditions apply:
<https://zip.co/create-an-account>

If you elect not to purchase the booklist through Paperchase please ensure children come to school on the first day with the required materials.

DUE DATE - PLEASE SUBMIT ORDER ONLINE BY: 5-JAN-2025

ONLINE BOOKLIST ORDERING INSTRUCTIONS*

Ordering is fast, secure and convenient. Simply:

1. Go to <https://booklist.paperchase.com.au>
2. Enter this School Access code: **BTSPCCP6**
3. Click 'Create Order'
4. Enter student's name, select correct year level from the drop-down list and follow prompts to place your order

*Booklist ordering only available during back-to-school season.

YEAR 4 2025 STATIONERY PACK - Sold as a Pack only - quantities cannot be altered

Code	Qty	Item Description
STATIONERY PACK		
7098017	2	FABER CASTELL PENCIL COLOURED ASSORTED
7013524	12	STAEDTLER PENCIL NATURAL HB
4001526	1	PICTOR OXFORD HEAVY DUTY DOUBLE ZIP PENCIL CASE 350 X 180 MM ASSORTED
4000093	8	PICTOR PREMIUM EXERCISE BOOK DOTTED THIRDS 14MM 70GSM 96 PAGE A4 GALAXY
7010613	2	MARBIG DISPLAY BOOK A4 20 POCKET BLACK
7071680	1	INITV HIGHLIGHTER CHISEL YELLOW
7013453	2	FABER CASTELL PENCIL CHECKING RED
4028626	1	DOCUMENT WALLET A4 BUTTON RED
7052748	2	FABER CASTELL CONNECTOR PEN ASSORTED 12
4000154	4	PICTOR PREMIUM GRAPH BOOK 10MM 70GSM 48 PAGE A4 SUN
4000185	6	PICTOR MEGA SPACEBUDDIES SCRAPBOOK 100GSM 64 PAGE 330 X 240MM
7074480	1	ARTLINE MARKER SUPREME FINELINE 0.4mm BLACK
4010112	1	KLUWELL HOME READING MIDDLE GREEN LEVEL
7001388	10	INITV NOTES 76x76mm YELLOW
4010002	1	PACKAGING: BTS BOX
		DISCOUNTED PACK PRICE
		\$60.12
OPTIONAL ITEMS / CONTRIBUTIONS		
<i>You will be able to pay your Curriculum Contributions with your booklist order</i>		
CURRICULUM CONTRIBUTIONS FOR YEAR 4 - \$274		
<i>Online Subscriptions, Consumables, SAKG</i>		

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