

Return booklist to school by
TUESDAY 6TH DECEMBER 2016

STUDENT'S NAME _____	STUDENT'S LAST NAME _____
ADDRESS _____	
POSTCODE _____	PHONE _____ MOBILE _____

INSTRUCTIONS

- FILL IN YOUR DETAILS IN THE BOX ABOVE** (Please print clearly)
- RULE A LINE THROUGH ITEMS NOT REQUIRED OR HIGHLIGHT REQUIRED ITEMS** (Description and price).
Please Note: If we are unable to read your requirements this may result in receiving the incorrect items.
- PLEASE SELECT YOUR COLLECTION METHOD** (Tick one box):
 - SCHOOL COLLECTION (RECOMMENDED): FRIDAY 20TH JANUARY 2017 between 9AM – 12PM**
Return booklist to school by Tuesday 6TH December 2016.
Second hand books are not available for school delivery.
 - SHOP COLLECTION:** I will collect my parcel from the shop on ____/____/____.
I would prefer second hand books (where possible) Alternatively parents may come in store during opening hours to shop.
 - HOME DELIVERY:** Parcels are posted via Australia Post or Courier. Postage is dependent on your location. Postage starts at \$8.95 and will not exceed \$14.95 per booklist. We cannot guarantee delivery before school resumes for orders placed after January 5th 2017.
Second hand books are not available for home delivery.

Your booklist can also be completed online www.lilydalebooks.com.au for any of these options. Payment is required at checkout. Books and stationery can also be purchased directly at Lilydale Books. Please be aware that we cannot guarantee stock for late orders.

Please turn over for Terms and Conditions, along with other details.

4. COMPLETE, CUT OUT AND KEEP THE BOX BELOW

----- COMPLETE, CUT OUT AND KEEP THE BOX BELOW -----

STUDENT'S NAME _____	STUDENT'S LAST NAME _____
<input type="checkbox"/> I WILL COLLECT MY ORDER FROM SCHOOL – FRIDAY 20 TH JANUARY 2017 between 9AM – 12PM	
OR	
<input type="checkbox"/> I WILL COLLECT MY ORDER FROM LILYDALE BOOKS: ____/____/____.	
ORDER TOTAL \$ _____ METHOD OF PAYMENT: CASH, EFTPOS & CREDIT CARD. Cheques will NOT be accepted.	
Unit 1, 25-27 Hightech Place, Lilydale VIC 3140 ABN 30 160 957 004 www.lilydalebooks.com.au P: 03 9739 6186	

OPENING HOURS

During December, January and February only:

Monday to Friday 9:00AM – 5:30PM
Saturday 9:00AM – 12:00PM

During March to November:

Monday to Friday 9:00AM – 5:00PM

SECOND HAND BOOKS

Second hand books can be bought and sold through our bookshop. Second hand books are accepted between:

MONDAY 14TH NOVEMBER 2016 till MONDAY 9TH JANUARY 2017

Second hand books are taken on consignment. Customers will receive 1/3 of RRP. Customers can collect money for their second hand books from Monday 6TH February 2017. For terms and conditions please refer to our website.

EBOOKS – EDUCATIONAL EBOOKS (these instructions are for students who have purchased eBook only products, not combined textbook + eBook)

Ebooks are accessible through our Educational Ebooks portal www.educationalebooks.com.au. Below is a quick step by step guide:

I ALREADY HAVE AN EDUCATIONAL EBOOKS ACCOUNT:

1. Go to www.educationalebooks.com.au
2. Login to your account. Add in your new Purchase Confirmation ID. Follow the instructions to access your eBooks.

I'M NEW TO EDUCATIONAL EBOOKS, I DON'T HAVE AN ACCOUNT:

1. Go to www.educationalebooks.com.au
2. Under '**I'm New to Educational Ebooks**' enter your Purchase Confirmation ID (this is found on your receipt).
3. Enter your student's email address.

All of the eBooks that you have purchased from Lilydale Books will be found here. There will also be instructions on how to download or access your eBooks. If you have lost your receipt with your Purchase Confirmation ID we can SMS this to you upon request.

PAYMENTS ACCEPTED

We accept **CASH, EFTPOS/CREDIT CARD** and **Money Orders** from Australia Post. Cheques will **NOT** be accepted.

REFUNDS

Refunds are provided for textbooks in new condition within 21 days of purchase. A receipt must be presented with any returns. Stationery, second hand books, calculators, eBooks and flexibooks are **NOT** returnable. We will gladly exchange or refund any faulty goods. For our full refund policy, please refer to our website.

COLLECTION METHODS

SCHOOL COLLECTION – Books are delivered on the date listed on the front of this list. Booklists that are not collected on this date will be returned to the store. Second hand books are not available through this method. If there are any items that are not available on this day, they will be delivered to your student at school as soon as they are available.

SHOP COLLECTION – Indicate a pick up date. During busy periods we may require 10 business days to complete your list. Second hand books are available through this method (where available).

INSTORE – You can shop in store on any day during our opening hours. During busy periods the wait may be extensive and we cannot guarantee stock. Second hand books are available through this method (where available).

HOME DELIVERY – All attempts are made to send out orders as soon as we receive them. Most orders are sent within 5 to 10 days. You will receive an email and a SMS once your order has been sent. Second hand books are not available through this method. We cannot guarantee delivery before school resumes for orders placed after January 5TH 2017.

MISSING ITEMS

If you believe you are missing items (that have not been put on backorder) please contact Lilydale Books within 7 days of receiving your order. Please email all claims to info@lilydalebooks.com.au. No claims will be recognised after this period.

PRODUCT SUBSTITUTION

If a particular item is unavailable at time of packing, the product may be substituted with a similar product of the same or greater value. This will only apply to stationery items.

BACK ORDERED ITEMS

If there is an item that is not available, it will be placed on backorder. The item will be delivered when it becomes available either to your address (if prior to school resuming) or to your student at school. Larger items will also be sent directly to school. This applies to Home Delivery only.

TERMS & CONDITIONS

Remember to keep your receipts. Prices are subject to change without notice. Please refer to our website for full terms and conditions.

<u>VCAL - YEAR 11 UNITS 1&2 AND 3&4 STATIONERY REQUIREMENTS</u>	Minimum Quantity	Order Quantity	Unit Price	Total Price
A4 LEVER ARCH FILE/FOLDER	1		\$5.25	
GLUE STICK 40 GRAM	2		\$2.40	
A4 PLASTIC POCKETS 10	1		\$0.85	
INDICE DIVIDERS A4 5 TAB	1		\$0.85	
SCISSORS LARGE 165MM QSV	1		\$2.55	
96 PAGE A4 BINDER BOOK	4		\$1.00	
100 REFILLS LINED PAPER 7MM	1		\$2.80	
12 TEXTA COLOURED PENCILS	1		\$5.25	
3 PACK BALLPOINT PENS (RED, BLACK & BLUE)	2		\$0.90	
2B COLUMBIA FORMATIVE PENCIL	2		\$0.90	
PENCIL CASE LARGE TWO ZIP	1		\$4.25	
A3 VISUAL DIARY 120 PAGE	1		\$7.50	
FX100 SCIENTIFIC CALCULATOR	1		\$35.95	
COLLINS A5 STUDENT SPIRAL DIARY WEEK TO WEEK 2017	1		\$4.95	

YEAR 11 VCAL

TOTAL PRICE

NUMERACY

NELSON VCE FOUNDATION MATHEMATICS UNITS 1&2...1ST EDITION

\$69.95

WORK RELATED SKILLS

WRS WORKBOOK - INTERMEDIATE - Purchase from School \$15

PERSONAL DEVELOPMENT SKILLS

Personal Development Workbook, Intermediate-Purchase from UYSC \$15

YEAR 12 VCAL

NUMERACY

NELSON VCE FOUNDATION MATHEMATICS UNITS 1&2...1ST EDITION (Retain from previous year)

\$69.95

WORK RELATED SKILLS

WRS WORKBOOK - SENIOR - Purchase from School \$15

LITERACY

No book required

PERSONAL DEVELOPMENT SKILLS

Personal Development Workbook, Senior-Purchase from UYSC \$15

PACKAGING & DELIVERY

\$4.95

TOTAL (BOOKS & STATIONERY) \$ _____

*Complete this section if you are paying with Credit Card for School Collection. You will be charged 5-10 days prior. Please ensure funds are available.

To: Lilydale Books – Unit 1, 25 – 27 Hightech Place, Lilydale VIC 3140

Please charge my credit card (circle one) **MASTERCARD** **VISA**

CARD NUMBER _____ EXPIRY DATE ____/____/____

AMOUNT \$ _____ CARD HOLDER'S NAME _____ SIGNATURE _____

ADDRESS _____ P/CODE _____ PHONE _____