



# ST JOHN'S GRAMMAR BELAIR

## YEAR Reception

All Booklist enquiries should be directed to KW Direct – [admin@kwdirect.com.au](mailto:admin@kwdirect.com.au)

Please include details of your student name, school and year level in your email enquiry.

Online ordering will commence from Thursday 25th November 2020.

All orders to be placed by the 11th December 2020 and only orders placed by this date can be guaranteed delivery before commencement of the school year.

Family Orders are available.

Student First Name \_\_\_\_\_ Student Surname \_\_\_\_\_

Parent Full Name \_\_\_\_\_

Parent Address \_\_\_\_\_

Postcode \_\_\_\_\_ Phone (Home) \_\_\_\_\_

Phone (Work) \_\_\_\_\_ (Mobile) \_\_\_\_\_

Email Address for all enquiries and invoices \_\_\_\_\_

### DELIVERY INSTRUCTIONS

Delivery Address \_\_\_\_\_

Please specify delivery details, eg leave under pergola etc. \_\_\_\_\_

### Please indicate method of payment below

Cheque  Cash

Please debit my  MasterCard  Visa

Card Number

Expiry Date \_\_\_\_ / \_\_\_\_ Card CVN

Cardholder's Name \_\_\_\_\_

Signature \_\_\_\_\_ Phone Number \_\_\_\_\_

**If using this form, please place a cross in the box next to the items you require**

Qty	<input checked="" type="checkbox"/> Description and Comment	Price	Total
<b>Stationery Starter Pack</b>			
2	<input type="checkbox"/> Book Lined 25mm 48 Page	\$0.90	\$1.80
5	<input type="checkbox"/> Book Scrap Mega 335x240mm 64 Page 100gsm	\$1.90	\$9.50
1	<input type="checkbox"/> Book Tracing A4 64 Page	\$1.89	\$1.89
1	<input type="checkbox"/> Folder Display 20 Pockets Burgundy	\$1.50	\$1.50
4	<input type="checkbox"/> Glue Stick Osmer 40g	\$1.50	\$6.00
1	<input type="checkbox"/> Headphones Shintaro with Microphone 14SH-102M	\$6.95	\$6.95
1	<input type="checkbox"/> Marker Artline 579 Whiteboard Assorted 6 pack	\$21.10	\$21.10
1	<input type="checkbox"/> Markers Faber Castell Connector pack 20	\$9.90	\$9.90
2	<input type="checkbox"/> Pencil HB Faber Castell 2001 Grip	\$0.95	\$1.90
2	<input type="checkbox"/> Pencils Coloured Columbia Coloursketch 12 pack	\$2.60	\$5.20
2	<input type="checkbox"/> Scissors Crayola Blunt Tip	\$5.20	\$10.40
3	<input type="checkbox"/> Wallet A3 Poly with Button - Clear	\$2.25	\$6.75
1	<input type="checkbox"/> Wallet A4 Carry Case with Button Assorted Pack 10	\$8.70	\$8.70
	<b>Processing and handling fee</b>		<b>\$0.00</b>

**PARENT/GUARDIAN SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

*(Please make a copy of this order for your future information)*

## ORDERING ON-LINE

Go to [www.kwdirect.com.au](http://www.kwdirect.com.au)

Click the **Order** tab

Select your **School** and **Year Level** in 2021

Type in your **User ID/Student ID** – Students First Name and Last Name up to 12 characters all lower case no spaces.

Type in your **Password** – Students First Name and Last Name up to 12 characters all lower case no spaces.

For security purposes you will be prompted to change this password at the first sign in. Your new password must be at least 6 characters, contain one upper case and one digit.

Keep a note of your chosen password for future visits to the site.

Once you have read the **Terms and Conditions**, select continue.

Some items may have been marked compulsory by your school and will automatically load to your shopping basket.

If applicable select your chosen subjects then continue.

Quantities can be changed using the plus and minus keys.

Click **Checkout**

Complete Personal details including name, email and delivery address – Click **Apply Changes**

Select payment method, add details then click **Place Order** – Take Note of your **Order Number**.

Once your order has been placed you can download a copy of your invoice.

**For alterations to your order simply email [admin@kwdirect.com.au](mailto:admin@kwdirect.com.au) Please include your order number and student name with your instructions.**

**Please order carefully and accurately as stationery is not refundable.**

**Please note: Prices are an indication only at time of printing and may be subject to change**

## PAYMENT OPTIONS

**Please make payment prior to 8th January 2021 to ensure delivery prior to Commencement of Term 1.**

Payment can be made by credit card at the time of placing your order or you may re-visit the website and pay at a later date, or by calling our office on 08 8356 4000. (a 1.5% credit card fee will apply).

Bpay facilities are also available. Please use the Biller Code and Reference Number as detailed on your invoice. (Credit Card fee does not apply to Bpay payments).

Cash payments can be made at 116 Grange Road Allenby Gardens. Our office is open on Monday – Friday 9am – 5pm.