



# 2021 BACK TO SCHOOL

All queries concerning the booklist and supply of books/stationery should be directed to:  
**ATLAS EDUCATIONAL PTY LTD, 5 Miller Street (Cnr Miller St and Cooper St), Epping, VIC 3076**  
PH: (03) 9408 4244 FAX: (03) 9408 4254 EMAIL: [sales@atlaseducational.com.au](mailto:sales@atlaseducational.com.au)

**SHOP TRADING HOURS: (May – mid Oct CLOSED SATURDAYS)**  
Monday – Friday: 9am – 5pm Saturday: Closed Sunday: Closed  
Saturday opening hours from Nov 23<sup>rd</sup> 2020 – Feb 13<sup>th</sup> 2021: 9am – 2pm

**PLEASE READ CAREFULLY AS OUR METHODS FOR DELIVERY AND COLLECTION HAVE CHANGED TO COMPLY WITH CURRENT COVID SAFE RULES/REGULATIONS.**



THERE WILL BE **NO SCHOOL COLLECTION** OF BOOKLISTS FOR 2021.  
THE FOLLOWING OPTIONS ARE AVAILABLE TO YOU:



## → ONLINE HOME DELIVERY & SHOP PICKUP

(ALL HOME DELIVERIES WILL BE DESPATCHED MID JANUARY 2021)

1. Log on to [www.atlaseducational.com.au](http://www.atlaseducational.com.au)
2. Select "Booklists" (This will take you to the Web Ordering page).
3. Enter school code (**REFER TO FRONT PAGE**)
4. Select your year level, and then click "Display my list" (No password required).
5. Select items required then choose either **SHOP COLLECTION OR HOME DELIVERY**.
6. Payment must be made in full when ordering online.

Please note if you are unable to purchase your items online, booklists can also be handed into your school, but these **MUST BE PREPAID** regardless of which collection/delivery method you choose.  
**UNPAID ORDERS WILL NOT BE PROCESSED.**



The Home Delivery option is offered all year round, however if you would like to collect your booklist order from our store, we have added a shop collection option to the online ordering system. It will operate the same way as a school collection except you will collect your order from our store instead of at school on the allocated date. You will also need to pay for it in full before collection. This option will only be available until the 16<sup>th</sup> December 2020 after which your only option will be **HOME DELIVERY**. All home deliveries will be dispatched mid-January 2021 to your home address as they have every other year. A flat rate postage fee of \$10 APPLIES to all home deliveries (no processing & distribution charge).

## → IN STORE PURCHASES

THE FOLLOWING RULES WILL APPLY TO OUR RETAIL STORE AND ARE SUBJECT TO CHANGE  
PLEASE REFER TO OUR WEBSITE FOR UP TO DATE COVID RESTRICTIONS

There will be a **limit of 12 people** allowed within the store at a time (a maximum of 2 family members per family). To reduce wait times, customers are asked to carefully pre-fill their booklists along with contact and credit card details. **You must** select only the items you are certain you need as we will be charging your card before you return to collect your order. This could take anywhere from 1 – 3 days. \*This only applies to full booklists. We will have an express service for up to 5 items.

## PAYMENT AND PRICING

- Payments can be made with Cash, Visa, MasterCard or Money Order. We **DO NOT** accept Cheques, Diners or Amex cards.
- Credit Cards will be charged at the time of processing your order.
- **Pricing of textbooks are correct at the time of booklist printing and are subject to change without notice.**

## REFUNDS/RETURNS/EXCHANGES

REFUNDS/EXCHANGES/RETURNS ARE AVAILABLE UNTIL SATURDAY 6<sup>TH</sup> FEB 2021

- Refunds/exchanges are given on **TEXTBOOKS ONLY**, and only in their **ORIGINAL CONDITION (we will not accept books that have been covered or written in regardless of whether or not the wrong book was given)**
- Books will only be accepted for refund/exchange if they have been wrongly supplied (in original condition) **OR** if they are deemed faulty from the manufacturer (misprint or misbound). **Reasons such as changing your mind, subject drops or accidental purchases will not be accepted.**
- **We do not accept refunds/exchanges on stationery, study guides, calculators or on sale items unless faulty.**
- All electronic material (digital cards/digital subscriptions etc) are **FIRM SALE** and **NON REFUNDABLE**.



## SHOP PICKUP INSTRUCTIONS

If you have selected shop pickup in mid January, check the dates that have been allocated to your school on the front of your booklist.

- Collection date/time is on the tear off slip located on the front of this booklist.
- **Please check your order carefully on the day as any claims arising from short supply of any part of your order will not be recognized after 14 days of sale date.**
- Any out of stock items will be marked as **TO FOLLOW** and shall be supplied to your child at school once they become available.



**PLEASE TICK THE ITEMS REQUIRED IN THE BOX PROVIDED**

	Item No	Qty Rqd	Tick <input checked="" type="checkbox"/>	Unit Cost	Total Price
<b>ENGLISH</b>					
RUNNER [NEWTON]	1	1	<input type="checkbox"/>	19.99	19.99
OUTSIDERS [HINTON]	2	1	<input type="checkbox"/>	16.99	16.99
<b>FOOD TECHNOLOGY</b>					
DECOR TELLFRESH OBLONG 2L	3	1	<input type="checkbox"/>	7.20	7.20
<b>HEALTH AND PHYSICAL EDUCATION</b>					
NELSON FIT FOR LIFE YR 7&8 3ED WK FOR VIC [MALPELI] (RETAIN FROM YR 7)	4	1	<input type="checkbox"/>	31.95	31.95
<b>HUMANITIES</b>					
OXFORD BIG IDEAS HUMANITIES 8 VC DIGITAL ONLY (FIRM SALE-NO RETURN)	5	1	<input type="checkbox"/>	49.95	49.95
<b>ITALIAN</b>					
PARLIAMO ITALIANO INSIEME 1 2ED WB & NELSONNET ACCESS CODE [GHEZZI] (RETAIN FROM YEAR 7)	6	1	<input type="checkbox"/>	39.95	39.95
VERBATIM HEADSET WITH MIC	7	1	<input type="checkbox"/>	16.50	16.50
<b>MATHEMATICS</b>					
ESSENTIAL MATHEMATICS FOR THE VC YEAR 8 2ED [GREENWOOD]	8	1	<input type="checkbox"/>	72.95	72.95
CALCULATOR TEXAS TI-30XB MULTIVIEW (RETAIN FROM YEAR 7)	9	1	<input type="checkbox"/>	32.00	32.00
OR					
ABACUS SCIENTIFIC CALCULATOR SXIIMATRIXN	10	1	<input type="checkbox"/>	26.00	26.00
<b>MUSIC</b>					
STEREO INNER EARPHONES (RETAIN FROM YEAR 7)	11	1	<input type="checkbox"/>	9.50	9.50
<b>JOURNEY IN FAITH</b>					
<i>CATHOLIC YOUTH BIBLE (RETAIN FROM YEAR 7)</i>					
<b>VISUAL ARTS</b>					
PROGRESSO COLOURED PENCILS 24 PACK (RETAIN FROM YEAR 7)	12	1	<input type="checkbox"/>	46.50	46.50
VISUAL DIARY A4 PORTRAIT	13	1	<input type="checkbox"/>	6.30	6.30
<b>SHOP COLLECTION</b>					
<i>ALL ORDERS PLACED BEFORE WED 16TH DEC WILL BE AVAILABLE FOR COLLECTION FROM OUR SHOP ON THURSDAY 21ST JAN</i>					
SHOP COLLECT	14	1	<input type="checkbox"/>		
<b>HOME DELIVERY POSTED OUT MID JAN</b>					
HOME DELIVERY	15	1	<input type="checkbox"/>	10.00	10.00
Total Books and Stationery (Prices current 14/10/20)					_____
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