



## OXLEY STATE SCHOOL

### YEAR 4 REQUIREMENTS 2024

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.

**Manual School Order:** Hand in to School office with payment by **6<sup>th</sup> December 2023**

Manual order payments can **ONLY** be made by cash, credit card or cheque/money order. **NO EFT** Payments are available at the school for booklists. Please note Correct Money is Essential – No change is Given.

**By Website:** You can order on your school website at [www.oxleyss.eq.edu.au](http://www.oxleyss.eq.edu.au) and click on the booklist link.

OR

You can go to [www.olympiaschoolsupplies.com.au](http://www.olympiaschoolsupplies.com.au) .Click on the Order Your Booklist banner at the top of the front page and type in the access for your school which is **OXLEY4075** and then place your order.

**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](mailto:sales@olympiaonline.com.au).

**Home Delivery** has been subsidised by Olympia Office Products and is available at a small cost of **\$10.95 per DELIVERY ADDRESS per school** (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. Packing and distribution will begin on the 15<sup>th</sup> October 2023 and will continue until **ALL** orders are processed.

**Pick Up – Olympia Office Products (No delivery fee)** of orders is also available. You must wait until you receive an email or phone call 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 4.30pm once you have been advised that your order is ready for collection. This is a great option if you are going away on holidays over the Christmas period.

**ALL ORDERS ARE TO BE SUBMITTED BY 16<sup>TH</sup> DECEMBER 2023.**

Orders can after this date for home delivery and collection from Olympia Office Products, however, they will be picked and packed after orders that have been placed on time have been completed. This can take between 5 to 15 working 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.olympiaschoolsupplies.com.au](http://www.olympiaschoolsupplies.com.au)**

Olympia Office Products, Unit 1, 32 Annie Street, Coopers Plains, Qld 4103 Ph: (07) 3275 1122, Fax: (07) 3275 1120,  
E-mail: [sales@olympiaonline.com.au](mailto:sales@olympiaonline.com.au) Web: [www.olympiaschoolsupplies.com.au](http://www.olympiaschoolsupplies.com.au)

**Office Hours: Monday to Friday 8.30am – 4.45pm. Christmas Office Closures: 22nd December 2023 to 2nd January 2024**  
**Orders may still be placed online over this period and will be actioned upon return. Deliveries are still made over this period.**

**“STUDENT COPY”  
KEEP FOR YOUR RECORDS**

## OXLEY STATE SCHOOL

### YEAR 4 BOOK LIST 2024

DESCRIPTION	Quantity Required	Price Each	Quantity Ordered	TOTAL PRICE
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**SECTION A**

Document Wallet Polyprop Foolsap with Velcro	1	\$ 1.65		
Eraser Large with Sleeve	2	\$ 0.40		
Exercise Book A4 10mm Grid 96 Page Stripe	2	\$ 1.70		
Exercise Book A4 96 Page Stripe Qld Yrs 3/4	10	\$ 1.70		
Glue Stick 35gm Bostik Blu	4	\$ 3.20		
Highlighters Wallet 4 Assorted	1	\$ 3.95		
Whiteboard Markers Wallet 4 Colours	1	\$ 4.95		
Whiteboard Eraser – Small	1	\$ 1.10		
Sharpener 1 Hole Plastic with Cannister Shaker	2	\$ 1.05		
Coloured Pencils Round Colorsketch 12s Columbia	1	\$ 2.50		
Pencil – HB Columbia Cadet Round (Box 20)	2	\$ 5.25		
Ruler 30cm Wooden	1	\$ 0.60		
Scissors 155mm Yellow Handle Micador	1	\$ 2.55		
Sketch Block A3 #60 25 Leaf Cartridge Olympic	2	\$ 4.65		
Red Checking Pencils (Pack 12)	2	\$ 4.90		

**SECTION B - *Required Items you may already have from Previous Years***

Music Book 96 Page Feint & Staved Tudor	1	\$ 1.90		
Pencil Case 215x125mm Tartan 1 Zip	1	\$ 2.15		

**SECTION B -THE FOLLOWING ITEMS ARE RECOMMENDED AS A VOLUNTARY CONTRIBUTION AND WILL BE DELIVERED IN BULK TO SCHOOL**

Copy Paper A4 Single Ream	2	\$ 7.50		
Tissues Box 170 2ply	2	\$ 2.10		

**Order Total            \$**

**Tick box if you only require all items in Section A.**

**Total Cost    \$ 83.00**

**Tick box if you require all items in Sections A & B**

**Total Cost    \$ 106.25**

**ALL STATIONERY AND EQUIPMENT IS REQUIRED TO BE AT SCHOOL ON THE FIRST DAY, FOR STUDENTS TO COMMENCE THEIR LESSONS. ALL ITEMS ARE TO BE NAMED, INCLUDING PENCILS.**

**Children are also required to provide the following, available for purchase from the School Locker Oxley**

**1 x Library Bag with School Logo**

**ORDER FORM**  
(Detach & Return this side)

**OXLEY STATE SCHOOL**

**STUDENT NAME** \_\_\_\_\_  Boy  Girl  
(Please Tick One)

**STREET** \_\_\_\_\_ **TELEPHONE** \_\_\_\_\_

**SUBURB/TOWN** \_\_\_\_\_ **POSTCODE** \_\_\_\_\_

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Exercise Book A4 10mm Grid 96 Page Stripe	2	\$ 1.85		
Exercise Book A4 96 Page Stripe Qld Yrs 3/4	10	\$ 1.80		
Glue Stick 35gm Bostik Blu	4	\$ 3.20		
Highlighters Wallet 4 Assorted	1	\$ 3.95		
Whiteboard Markers Wallet 4 Colours	1	\$ 4.95		
Whiteboard Eraser – Small	1	\$ 1.10		
Sharpener 1 Hole Plastic with Cannister Shaker	2	\$ 1.05		
Coloured Pencils Round Colorsketch 12s Columbia	1	\$ 2.50		
Pencil – HB Columbia Cadet Round (Box 20)	2	\$ 5.25		
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**SECTION B - THE FOLLOWING ITEMS ARE RECOMMENDED AS A VOLUNTARY CONTRIBUTION AND WILL BE DELIVERED IN BULK TO SCHOOL**

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Tissues Box 170 2ply	2	\$ 2.10		

**Order Total** \$

**Tick box if you only require all items in Section A.**  
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**1 x Library Bag with School Logo**

**PLEASE COMPLETE THE ABOVE ORDER FORM AND RETURN IT TO THE SCHOOL BY WEDNESDAY 6<sup>TH</sup> DECEMBER 2023.**

Please Tick  **Prepaid Home Delivery**

Please Tick  **Prepaid Olympia Store Pick Up**

**METHOD OF PAYMENT**

PLEASE TICK

- ..... Cash (Please note correct money is essential – No change is given)
- ..... Cheque enclosed (Please make all cheques payable to “Olympia Office Products”)
- ..... Credit Card (Please complete Credit Card section below)
- ..... Money Order enclosed (Please make payable to “Olympia Office Products”)
- ..... Zip Pay (Only available on Online orders)

**HOME DELIVERY**

Delivery Address (if different from home address) .....

.....

Any special delivery instructions: .....

.....

.....(eg. Place to leave order/s if not home, dog on premises 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 ADDRESS** ...10.95..

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

**CREDIT CARD ORDER**

Name of cardholder.....

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

Suburb/Town.....Post Code .....

Email .....

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

CARDHOLDER NUMBER : \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

EXPIRY DATE : \_\_ / \_\_ 3 DIGIT SECURITY CODE : \_\_\_\_

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.