



# Chapman Primary School

## YEAR 1 PACK

Stock Code	Description	Qty	Price	Total
LSA408	Educ8 Story Book A4 48 Page 12mm	2.00	\$1.10	\$2.20
L140922	Educ8 A4 18mm Dotted Thirds 64 Page Exercise Book	6.00	\$0.85	\$5.10
SB1064	Educ8 Scrapbook 64 Page 100gsm EACH	2.00	\$0.99	\$1.98
ERM320	Eraser Micador Large EACH	3.00	\$0.40	\$1.20
4301001	Clipboard FC PVC Blue	1.00	\$5.00	\$5.00
00614A4	Customised Display Books	1.00	\$5.95	\$5.95
201736	Maxi-Stick 36G Glue Stick	4.00	\$1.99	\$7.96
PSM001	Educ8 Safety Markers Pk 12	1.00	\$2.95	\$2.95
16-115853	Faber Castell Tri-Grip Coloured Pencils Assorted Box 12	2.00	\$2.50	\$5.00
L84000	Belgrave Triangular Jumbo HB Pencils EACH	10.00	\$0.40	\$4.00
8040702	Recorder Maped	1.00	\$9.65	\$9.65
RWE30	Ruler 30cm Wooden Micador Essential Each	1.00	\$0.53	\$0.53
JP706SG	Scissors - School 150mm Red (606)	1.00	\$1.25	\$1.25
L1302	Facial Tissues 2 Ply 200 sheet EACH	1.00	\$1.75	\$1.75
9780980635270	Handwriting Conventions NSW Year 1	1.00	\$11.77	\$11.77
9780957874541	My Home Reading Journal Yellow Level	1.00	\$4.09	\$4.09
9008099	Clear Zip Case A4 Assorted Each	1.00	\$2.10	\$2.10
MPP34	Pencil Case 330 x 135mm	1.00	\$3.30	\$3.30

Orders need to be placed by **31st December**  
 Delivery will be made to Chapman Primary School

Any queries with the online ordering please call 1800 25 35 35  
 or email [bts@maximofficegroup.com.au](mailto:bts@maximofficegroup.com.au)

SubTotal: \$75.78

G.S.T: \$7.58

**Total: \$83.36**

See Reverse for Ordering Instructions

## 2019 Education/Stationery Requirements

This year, for the first time, *Maxim Office Group* will be supplying the 2019 Educational and Stationery Requirements for all year levels at Chapman Primary School. As in the past, we encourage all families to order their year level supplies through Maxim to ensure that all children have the recommended supplies for the 2019 school year. Maxim will deliver all ordered packs to the school and each child's pack will be distributed directly to their classroom ready for the beginning of the year.

As this is a new supplier and a new system for ordering, we have tried to provide step-by-step instructions to assist families. This is a 2-Step process, **first** to register an account and **second** to place an order. As you will not be required to enter each child's name, it is advisable to ensure **the family name is entered when registering.**

Please note that this year:

- the packs can only be ordered online.
- the school cannot accept order forms and/or payments.
- packs are ordered as complete packages ie items cannot be deleted from the year level order
- payment can only be done online by a debit/credit card. No cash options are available.

Orders need to be submitted at the latest by **31 December 2018.**

See reverse for what is included in your child's Education/Stationery Pack.

### Step 1: How to Register

- Go to [www.maximofficegroup.com.au](http://www.maximofficegroup.com.au)
- Click 'Register'
- Fill out your details in the mandatory fields (red star \*).
- Please enter the children's surname (if different to parent name).
- Type 'Chapman Packs' in the *Company/School Name*
- Enter your contact phone number.
- Delivery Address:
  - Enter **Perry Drive, Chapman, ACT 2611**
  - **Do not** enter your home address as packs will be delivered to the school.
- Once your details are entered, click 'Register'
- You will receive an email when your account has been verified. This can take up to an hour.

### Step 2: How to Place an Order

- Once you have received your verification email, go to [www.maximofficegroup.com.au](http://www.maximofficegroup.com.au)
- Click on 'Login' and login with your email address and password.
- Type 'Chapman' in the search bar.
- Select the year level/s you require and add to cart.
- Go through to the checkout, payment will need to be made using debit/credit card.
- Save your login details for ordering in future years.

Please call 1800 25 35 35 or email [bts@maximofficegroup.com.au](mailto:bts@maximofficegroup.com.au) with any ordering queries.  
For general enquiries about this process please contact Chapman Primary on 6142 2400.