

*Please complete by Friday 6<sup>th</sup> December 2019 to ensure your booklist is completed on time.*

*STUDENT'S NAME _____	*STUDENT'S LAST NAME _____
*STUDENT'S EMAIL ADDRESS _____	
ADDRESS _____	
_____	_____
_____ POST CODE _____	*MOBILE _____

\*Required information

### OPTIONS TO SUBMIT YOUR BOOKLIST

**OPTION 1: ONLINE** - Complete your booklist at [www.lilydalebooks.com.au](http://www.lilydalebooks.com.au) for School Collection, Store Collection or Home Delivery.

or

**OPTION 2: PAPER COPY** - Fill in this form and return to school or the store for School Collection or Store Collection. Home Delivery is only available online.

1. Fill in your details in the box above.
2. Highlight required items or rule a line through items not required (description & price).
3. Select your collection method (tick only one box):

**School Collection (recommended): MONDAY 20<sup>TH</sup> JANUARY 2020 from 9AM – 12PM**  
Second hand books are not available for this option.

**Store Collection:** I will collect my parcel from the store on \_\_\_\_/\_\_\_\_/\_\_\_\_.  
Please allow a minimum of 5 business days. I would like second hand books where available

**Home Delivery:** This option is only available for orders completed online.

Online orders made before December 7<sup>th</sup> 2019 that exceed \$200 will receive free postage. Free postage applies per student order. Second hand books are not available for this option.

4. Complete, cut out and keep the box below for your reference.

Books and stationery can also be purchased directly at Lilydale Books (without pre-ordering) during opening hours. Please be aware that we cannot guarantee stock for late orders.

Please turn over for more information, including detailed Terms and Conditions.

*Ensure you receive the right products by shopping at Lilydale Books.  
By supporting Lilydale Books, you are also supporting your school community.*

----- 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 – MONDAY 20 <sup>TH</sup> JANUARY 2020 from 9AM – 12PM	
OR	
<input type="checkbox"/> I WILL COLLECT MY ORDER FROM LILYDALE BOOKS: ____/____/____.	
PAYMENT METHODS ACCEPTED: CASH & EFTPOS/Credit Card. Cheques will NOT be accepted.	
Unit 1, 25-27 Hightech Place, Lilydale VIC 3140   ABN 30 160 957 004   <a href="http://www.lilydalebooks.com.au">www.lilydalebooks.com.au</a>   P: 03 9739 6186	

## **OPENING HOURS**

**During December, January and February only:**

Monday to Friday 9:00AM – 5:30PM

Saturday 9:00AM – 12:00PM

For up to date opening hours and public holidays please check our website [www.lilydalebooks.com.au/contactus](http://www.lilydalebooks.com.au/contactus)

**During March to November:**

Monday to Friday 9:00AM – 5:00PM

## **SECOND HAND BOOKS**

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

**MONDAY 18<sup>TH</sup> NOVEMBER 2019 until MONDAY 6<sup>TH</sup> JANUARY 2020**

Second hand books are taken on consignment. Customers will receive 1/3 of RRP. Customers can collect money from the store for their second hand books

Monday 10<sup>TH</sup> February 2020. For more information: to [www.lilydalebooks.com.au/Second-Hand-Books](http://www.lilydalebooks.com.au/Second-Hand-Books)

## **EBOOKS – EDUCATIONAL EBOOKS**

These instructions are for students who have purchased eBook only products, not combined Textbook + eBook.

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

2. **I ALREADY HAVE AN ACCOUNT:**

- If you have an existing account, log in. If your school has created an account on your behalf, log in using those details.
- Enter your Purchase Confirmation ID once you have logged in (this is found on your receipt).
- If you provided your school email address when you purchased your eBook, it will automatically appear in your account.

**CREATE AN ACCOUNT (I'M NEW TO EDUCATIONAL EBOOKS):**

- Enter your student email address and Purchase Confirmation ID (this is found on your receipt).
- If you provided your school email when you purchased your eBook, the instructions will also be emailed to you.

3. There will be instructions on how to access your eBooks. If you have lost your receipt with your Purchase Confirmation ID we can SMS this to you upon request. For more information visit <http://lilydalebooks.com.au/ebooks>

## **PAYMENTS ACCEPTED**

**In Store & School Collection Day** – We accept Cash, EFTPOS/Credit Card (VISA & Mastercard). Cheques and AMEX are **NOT** accepted.

**Online** – We accept Credit Card (VISA & Mastercard) and Paypal.

## **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 custom books are **NOT** returnable.

We will gladly exchange or refund any faulty goods. For our full refund policy, please refer to our website [www.lilydalebooks.com.au/Refunds](http://www.lilydalebooks.com.au/Refunds)

## **COLLECTION METHODS**

If you submit a paper copy please mark your order clearly. If we are unable to read your requirements this may result in receiving the incorrect items.

To submit your order online go to [www.lilydalebooks.com.au/booklist](http://www.lilydalebooks.com.au/booklist) and select your school. This will ensure you receive the correct items.

### **SCHOOL COLLECTION (Recommended) \$5.95**

- Return booklist to school, the store or complete online by December 6<sup>th</sup>
- 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

### **STORE COLLECTION (Paper Copy) (No fee)**

- Return booklist to school or the store (see below for online ordering instructions)
- Indicate a pick up date
- During busy periods we may require 10 business days to complete your list. Although they are usually completed before this time

### **STORE COLLECTION (Ordered Online) \$4.95**

- Complete online and select a pick up date (most orders are ready within 2 business days)
- You will receive an SMS and email when your order is ready. **Please await this notification.** Orders will not be packed on the spot
- Stand in the Priority Queue to collect your order

### **INSTORE (No fee)**

- You can shop in store on any day during our opening hours
- Booklists are available to download and print from our website under 'Booklists'
- During busy periods the wait may be extensive and we cannot guarantee stock

### **HOME DELIVERY**

- Orders placed online before December 7<sup>th</sup> 2019 that exceed \$200 are eligible for FREE postage. Free postage applies per student order
- Thereafter orders incur a fee of \$10.95 to \$14.95 dependent on the parcel size.
- Parcels are posted via Australia Post.
- You will receive an email and a SMS once your order has been sent with tracking details
- All attempts are made to send out orders as soon as we receive them. Most orders are sent within 15 business days
- We cannot guarantee delivery before school resumes for orders placed after January 6<sup>TH</sup> 2020

## **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](mailto:info@lilydalebooks.com.au). No claims will be recognised after this period.

## **PRODUCT SUBSTITUTION**

If an 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 and School Collection only.

## **TERMS & CONDITIONS**

Remember to keep your receipts. Prices are subject to change without notice. Please refer to our website at [www.lilydalebooks.com.au/Terms](http://www.lilydalebooks.com.au/Terms) for full terms and conditions.

**TOTAL PRICE****ART & VISUAL COMMUNICATION DESIGN**

1 A4 VISUAL DIARY 120 PAGE 110GSM	\$4.95
1 GLUE STICK 40 GRAM	\$1.65
1 SHARPENER 2 HOLE WITH CONTAINER	\$1.35
1 ERASER (LARGE)	\$0.60
2 FINELINER ARTLINE BLACK 0.4MM	\$5.70
1 HB PENCIL	\$0.65
1 2H PENCIL	\$0.65

**DRAMA**

1 64 PAGE A4 BINDER BOOK	\$0.85
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**ENGLISH**

MACQUARIE POCKET DICTIONARY 4E + BONUS POCKET THESAURUS (Retain from previous year)	\$39.95
THE BONE SPARROW...FRAILLON	\$19.99
OXFORD MYENGLISH 8 VICTORIAN CURRICULUM STUDENT BOOK + OBOOK/ASSESS 2E ( <b>NEW EDITION FOR 2020</b> )	\$24.95
1 2D RING A4 25MM FOLDER	\$3.95
1 DOCUMENT WALLET FC SLIMPICK BUFF (VARIETY COLOURS)	\$0.95
2 A4 DISPLAY BOOK 20 POCKETS REFILLABLE	\$3.30
2 64 PAGE A4 BINDER BOOK (Writer's Workshop and Reader's Workshop)	\$1.70
1 INDICE DIVIDERS A4 5 TAB COLOUR	\$0.95
1 A4 PLASTIC POCKETS PACK 10	\$0.85

**EAL - ENGLISH AS AN ADDITIONAL LANGUAGE**

MACQUARIE POCKET DICTIONARY 4E + BONUS POCKET THESAURUS (Retain if purchased in previous year) (This is the same dictionary listed under 'English', only purchase one)	\$39.95
1 64 PAGE A4 BINDER BOOK	\$0.85
It is recommended that students also purchase a bilingual dictionary to suit their study needs	

**FOOD & TECHNOLOGY**

FOOD FOR YOU BOOK 1 TEXTBOOK + EBOOK 3E (Retain from previous year)	\$56.95
1 64 PAGE A4 BINDER BOOK	\$0.85
1 ART APRON BLACK WITH FRONT POCKETS (FIXED STRAPS)	\$15.95

**HEALTH**

1 64 PAGE A4 BINDER BOOK	\$0.85
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**HUMANITIES**

Students have the option to choose between the Textbook (which includes the eBook) or the eBook only:	
OXFORD BIG IDEAS HUMANITIES 8 VICTORIAN CURRICULUM STUDENT BOOK + OBOOK (Textbook + eBook)	\$69.95
OR	
OXFORD BIG IDEAS HUMANITIES 8 VICTORIAN CURRICULUM OBOOK (eBook only) *	\$48.95
* This eBook is valid for 1 year from the date of activation.	
1 64 PAGE A4 BINDER BOOK	\$0.85

**LANGUAGES: GERMAN**

GENAU! WORKBOOK 3E (Retain from previous year)	\$44.95
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**LANGUAGE: ITALIAN**

ECCO! UNO ACTIVITY BOOK 2E (Retain for Year 9)	\$33.95
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**LEARNING SUPPORT**

1 64 PAGE A4 BINDER BOOK	\$0.85
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**LIFE SKILLS**

1 64 PAGE A4 BINDER BOOK	\$0.85
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**INFORMATION TECHNOLOGY**

1 MCONNECTED AIRBUDS EARPHONES WITH MIC IN ZIPPERED POUCH	\$9.95
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**MATHEMATICS**

1 CASIO FX82AU PLUS II CALCULATOR (Retain from previous year)	\$32.95
1 192 PAGE EXERCISE BOOK 225 X 175MM	\$2.15
1 96 PAGE A4 EXERCISE BOOK 10MM GRAPH/GRID BOOK	\$1.20

**MUSIC**

1 96 PAGE MUSIC BOOK 225 x 175	\$1.65
1 2B PENCIL	\$0.65

**PHYSICAL EDUCATION**

1 64 PAGE A4 BINDER BOOK	\$0.85
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**SCIENCE**

2 64 PAGE A4 BINDER BOOK \$1.70

**WOOD DESIGN AND TECHNOLOGY**

2 A4 DISPLAY BOOK 20 POCKETS REFILLABLE \$3.30

**GENERAL STATIONERY**

2 2D RING A4 25MM FOLDER (Optional) \$7.90

1 50 REFILLS PAPER PLAIN (NO RULES/MARGIN) \$2.25

1 COMPASS SELF CENTERING POINT #325 \$1.35

1 500 REFILLS LINED PAPER 7MM (Or select the 400 Refills listed under the Economy Packs for a cheaper alternative) \$12.95

2 INDICE DIVIDERS A4 5 TAB \$1.90

2 BLUE BALLPOINT PEN \$0.70

2 RED BALLPOINT PEN \$0.70

2 HB PENCIL \$1.30

2 HIGHLIGHTER YELLOW \$1.90

1 FINE TIP COLOURED MARKERS BASICS 12 \$2.75

1 12 BASICS COLOUR PENCILS \$2.85

1 ERASER DUO INK/PENCIL \$1.25

1 RULER WOODEN 30CM \$0.85

2 GLUE STICK 40 GRAM \$3.30

1 SHARPENER 2 HOLE WITH CONTAINER \$1.35

1 SCISSORS LARGE 210MM QSV \$2.75

**ECONOMY PACKS**

10 96 PAGE A4 BINDER BOOK \$8.90

1 HIGHLIGHTER PACK OF 4 ASSORTED COLOURS \$2.75

1 BLUE BALLPOINT PEN MEDIUM PACK 12 \$2.50

1 400 REFILLS LINED PAPER 7MM \$4.95

1 A4 PLASTIC POCKETS PACKET 100 \$4.75

\* This is in addition to other stationery listed. Economy packs are optional.

PACKAGING & DELIVERY (IF APPLICABLE) \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

**DO NOT complete this section if you are collecting from the Store or Home Delivery your payment will NOT be processed.**  
Complete this section if you want to prepay by Credit Card for **School Collection only**. You will be charged up to 10 days prior.  
Please ensure funds are available. Payment can also be made on the day via EFTPOS/Credit Card or Cash.

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

CARD NUMBER \_\_\_\_\_ EXPIRY DATE \_\_\_\_/\_\_\_\_/\_\_\_\_ CCV \_\_\_\_\_

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

ADDRESS \_\_\_\_\_ P/CODE \_\_\_\_\_ MOBILE \_\_\_\_\_