



CATHOLIC LADIES COLLEGE VCE NOVEL SELL 2018



**BOOKLIST MUST BE RETURNED TO SCHOOL BY
THURSDAY 7TH DECEMBER 2017**

Student Name:	Student Surname:	Student ID #:
Address:	Suburb:	Postcode:
Mobile:	Home:	Work:
Email:		

HOW TO ORDER:
Clearly print students full name, address and contact numbers in space provided. Tick items required. Return order with payment in a sealed envelope by the due date. **(IF YOU PURCHASE THE NOVELS VIA THIS ORDER FORM, PLEASE DO NOT ORDER THE NOVELS ON YOUR BOOKLIST.)**

BOOKLIST COLLECTION:
Book orders can be collected from Catholic Ladies College from **Tuesday 12th of December 2017**. Alternatively, you may come directly into the shop (5 Miller Street, Epping 3076) to purchase items.

PAYMENT OPTIONS: Tick **ONE BOX ONLY**
Payments can be made by Cash, Visa, MasterCard. We **DO NOT** accept Cheques, Diners or Amex cards. Credit Cards will be charged at the time of processing your order.

PREPAY

<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> VISA	
CARD NO:	EXPIRY DATE:	
<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></div> </div>	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></div> </div>	
SIGNATURE	CARDHOLDERS NAME (CAPITALS)	\$ _____ . _____ TOTAL CHARGED

OFFICE USE ONLY	ACC # _____	BTS # _____	PC # _____
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▼ PLEASE TEAR OFF SLIP AND RETAIN FOR YOUR OWN REFERENCE ▼



ATLAS EDUCATIONAL PTY LTD
5 Miller St, Epping, VIC, 3076
Ph: (03) 9408 4244 Fax: (03) 9408 4254
Email: sales@atlaseducational.com.au
Web: www.atlaseducational.com.au
A.C.N. 007 333 520 A.B.N. 20 007 333 520

SCHOOL: CATHOLIC LADIES COLLEGE
Year Level: VCE

Student Name:

COLLECTION DATE: Tuesday 12th of December 2017
COLLECTION PLACE: The office at Catholic Ladies College
COLLECTION TIMES: Normal school hours

Payments can be made by Cash, Visa, MasterCard or Money Order. We **DO NOT** accept Cheques, Diners or Amex cards.
(Credit Card Payments will be processed at time of processing your order) Uncollected unpaid booklists will be held at 5 Miller St, Epping for **7 Days** after book collection date then will be cancelled and items returned back to stock.

IMPORTANT INFORMATION

PLEASE READ CAREFULLY

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
SHOP TRADING HOURS: Monday – Friday: 9am – 5pm Saturday: 9am – 12pm Sunday: Closed

HOW TO ORDER

PLEASE CHOOSE CAREFULLY AS WE DO NOT OFFER EXCHANGES OR REFUNDS ON STATIONERY, DIGITAL MATERIAL, STUDY GUIDES OR CALCULATORS UNLESS FAULTY.

Orders can be placed online, dropped off at school before the cut off date on the front of this booklist, or purchased in our store.

AS OUR STORE GETS EXTREMELY BUSY DURING THE HOLIDAY PERIOD, IT IS STRONGLY RECOMMENDED THAT BOOKLIST ORDERS BE PLACED ONLINE OR DROPPED OFF AT SCHOOL TO AVOID LENGTHY WAITS IN STORE.

AFTER THE CUT OFF DATE WE WILL NOT BE ACCEPTING BOOKLISTS FOR SCHOOL COLLECTION.
YOUR ONLY OPTIONS WILL BE ONLINE (PLEASE SEE BELOW) OR THROUGH OUR STORE.

- Clearly print **STUDENTS** full name, address and other relevant contact information in the spaces provided.
- Tick items required. **ONLY TICKED ITEMS WILL BE SUPPLIED**. Please note the suggested quantities for stationery. If you need to change these quantities please do so as clearly as possible.
- **PLEASE FILL OUT YOUR ORDER FORM AS CLEARLY AND PRECISLY AS POSSIBLE TO AVOID ANY CONFUSION OR DELAY DURING THE DATA ENTRY PROCESS.**

ONLINE ORDERING/DELIVERY

1. Log on to www.atlaseducational.com.au
2. Select "Atlas Booklists" (This will take you to the Atlas Educational 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. Payment including **PROCESSING AND DELIVERY** must be made in full when ordering online.

NOTE: All online orders placed before the cut off date on the front of this booklist will be available for school pickup/collection at the location allocated to your school. Anything after this date is HOME DELIVERY ONLY and will be delivered mid January to your home address. A POSTAGE, PACKING & PROCESSING FEE OF \$20.45 APPLIES. ONE POSTAGE FEE PER STUDENT.

PAYMENT AND PRICING

- Payments can be made by 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 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) are **FIRM SALE** and **NON REFUNDABLE**.



BOOKLIST COLLECTION DAY

- Collection time/location is on the tear off slip located on the front of this booklist.
- If you cannot be present on booklist collection day, a family member may collect your order.
- **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.**
- Items that are not available on the day due to low stock at the time of packing will be Marked as **TO FOLLOW** and shall be supplied to you at school once they become available.
- Unpaid orders not picked up on collection day will be returned to 5 Miller street, Epping, where they will be held for a maximum of **7 days**, after which they will be cancelled and all items returned to stock.



PLEASE TICK THE ITEMS REQUIRED IN THE BOX PROVIDED

	Item No	Qty Rqd	Tick <input checked="" type="checkbox"/>	Unit Cost	Total Price
<u>ENGLISH UNITS 1 & 2</u>					
MEDEA & OTHER PLAYS PENGUIN CLASSIC JOHN DAVIE [EURIPIDES]	1	1	<input type="checkbox"/>	14.99	14.99
WILL YOU PLEASE BE QUIET PLEASE [CARVER]	2	1	<input type="checkbox"/>	14.99	14.99
<u>LITERATURE UNITS 1 & 2</u>					
MACBETH CAMBRIDGE SCHOOL SHAKESPEARE 3ED [SHAKESPEARE]	3	1	<input type="checkbox"/>	14.95	14.95
SENSE & SENSIBILITY PENGUIN CLASSIC [AUSTEN]	4	1	<input type="checkbox"/>	12.99	12.99
<u>ENGLISH UNITS 3 & 4</u>					
THE CRUCIBLE [MILLER]	5	1	<input type="checkbox"/>	19.95	19.95
YEAR OF WONDERS A NOVEL OF THE PLAGUE [BROOKS]	6	1	<input type="checkbox"/>	19.99	19.99
BURIAL RITES [KENT]	7	1	<input type="checkbox"/>	19.99	19.99
<u>LITERATURE UNITS 3 & 4</u>					
HEART OF DARKNESS [CONRAD]	8	1	<input type="checkbox"/>	12.99	12.99
CAT ON A HOT TIN ROOF [WILLIAMS]	9	1	<input type="checkbox"/>	24.99	24.99
SELECTED POEMS [BROWNING]	10	1	<input type="checkbox"/>	19.99	19.99
ARIEL [PLATH]	11	1	<input type="checkbox"/>	19.99	19.99
ONLY THE ANIMALS [DOVEY]	12	1	<input type="checkbox"/>	19.99	19.99
<u>HOME DELIVERY</u>					
HOME DELIVERY	13	1	<input type="checkbox"/>	14.95	14.95
<i>OPTIONAL IF YOU WOULD LIKE TO GET YOUR ORDER HOME DELIVERED</i>					

Total Books and Stationery _____
 (Prices current 01/10/17) _____