



Our Lady of Lourdes Catholic School

2022 School Pack Ordering

2022 School Book Packs for Prep to Grade 6 are now available for purchase by families through Complete Stationery's exclusive Parent Book Pack Ordering Portal.

(<https://booklist.officebrands.com.au>)

Please note that there is no Book Pack for Kinder in 2022. There will be a book levy of \$20 invoiced by the school and items will be given out in class.

Step by Step instructions to ordering your Book Packs:

Ordering is fast, secure and convenient. Simply visit <https://booklist.officebrands.com.au> or google search "Office Brands Booklist" and follow these easy steps:

1. In the box provided on this page enter:

Access Code: OLOL2022

Then click the yellow search box.

2. Click the "Create Order" tab.
3. Complete the students details and select what grade your child is in using the Drop-Down box titled "Student Year" and click then "Continue" tab.
(If you have more than one child, see step 5.)
4. Confirm Book Pack listed is for the correct grade for your child then press "Add to Cart".
5. From this page you can:
 - A. Click "Checkout" tab to complete order details, or,
 - B. Add another student and complete the steps above for your second student.
6. Click "Checkout", then complete the details listed including your delivery instructions. Once complete click the "Next" tab.
7. Complete Payment method details and information. Click "Submit Order"
8. An order confirmation will be automatically sent to your listed email address.

Order Deadlines: & Delivery Information:

- Orders placed on or before the 8th December 2021 will be delivered before the 23rd December 2021 to the order delivery address for FREE.
- Orders placed after the 8th December will incur a delivery fee of \$12.95 per order and will be delivered before 23rd January 2022.

- Packs that are delivered will be left at the nominated address. Date and time of delivery will be recorded as a receipt of delivery. If this is not a viable option for you, please select the Pick Up option or detail the best delivery instructions for drop off in the details of your order.
- Free Instore Pick Up. Families that choose this option will be notified by text when their packs will be ready for pick up. Estimated a maximum of 14 days from date of order.

In Store Pick up Orders can be picked up from:

Complete Stationery

5b Edward Street, Devonport.

Payment methods Accepted: *ZipPay, Visa, Mastercard*

Further Information:

For a full range of Book Covering, Pencils cases and accessories visit Complete Stationery – 5b Edward St, Devonport. 7310

Have a question? We are here to help!

Email: admin@completestationery.com.au

Ph: (03) 6424 6777.

For all terms and conditions visit: www.completestationery.com.au