

### ONLINE ORDERING INSTRUCTIONS

**PLEASE READ CAREFULLY** as the process may have changed from previous years

**DUE DATE: 11 DECEMBER 2023**

- Orders must be placed by the due date in order for your child to receive their stationery for the first day of Term 1.
- **Orders placed after the due date may NOT be processed until February due to our extremely busy schedule in January. NO EXCEPTIONS**  
We apologise if you are a new enrolment or missed the due date due to unavoidable circumstances, but the school is aware your pack won't be ready on the first day of school, so your child should not be disadvantaged.
- Orders placed after the due date will also incur an additional \$5.00 processing fee
- All stationery will be delivered to the school and cannot be collected from Paperchase.
- Complete packs only can be ordered through Paperchase. We do not have a walk-in shop and individual items cannot be purchased. All orders must be placed online.
- **Bring Your Own Headset: Please ensure your child has a suitable headset and brings it to school.**

**Online ordering will close on 1 FEBRUARY 2024.**

You will not be able to order the Stationery Pack from Paperchase after this date.

#### Online Ordering Procedure

1. Go to <http://booklist.paperchase.com.au>
2. Enter this School Access Code: **BTSBELLPS**  
**Access code must be entered. Searching for school will not work**
3. Click 'Create Order'
4. Enter students first and last name, choose year level from the drop-down list click '**Continue**'.
5. Make any adjustments (where applicable) on the order page and Click 'Add Order to Cart'
6. You may then either Checkout or Add Another Student.

Please check your E-mail for order receipt. *If you do not receive email confirmation, please contact Paperchase directly to confirm your order was placed correctly.*

**PLEASE NOTE:** Payment must be made during the online ordering process, by **Visa or Mastercard** (credit card or debit card accepted). ZIP Pay also available\*

\* ZIP -Interest free, nothing to pay upfront, flexible repayments. You will need an active Zip account. Conditions apply:  
<https://zip.co/create-an-account>

If you elect not to purchase the booklist through Paperchase please ensure children come to school on the first day with the required materials.

PLEASE SUBMIT ORDER ONLINE BY: **11-Dec-2023**

### ONLINE ORDERING INSTRUCTIONS:

Ordering is fast, secure and convenient. Simply;

1. Go to <http://booklist.paperchase.com.au>
2. Enter this School Access code: **BTSBELLPS**
3. Click 'Create Order'
4. Enter student's name, select correct year level from the drop-down list and follow prompts to place your order

### STATIONERY PACK - Sold as a Pack only - items can not be altered

Qty	Code	Description	Unit
1	4052760	ELIZABETH RICHARDS BOOK TUB - ASSORTED COLOURS	EACH
3	7057426	STAEDTLER 920 GLUE STICK 35G	EACH
2	4052620	STAEDTLER 526 C20 SCHOOL ERASER LARGE	EACH
1	4000895	PICTOR VISUAL ART DIARY A4 PP 120 PAGE 110GSM BLACK	EACH
14	4000017	PICTOR PREMIUM EXERCISE BOOK FEINT RULED 8MM 70GSM 48 PAGE A4 MOON	EACH
8	4000154	PICTOR PREMIUM GRAPH BOOK 10MM 70GSM 48 PAGE A4 SUN	EACH
1	7071685	INITIATIVE HIGHLIGHTER CHISEL ASSORTED WALLET 4	PACK 1
1	7091594	WRITER OFFICE PAD RULED 8MM RULED 50GSM 100 SHEET A4 WHITE	EACH
1	7013457	FABER-CASTELL WAVE 2-HOLE SHARPENER WITH BARREL	EACH
1	7073648	CELCO PROTRACTOR 180 DEGREES 100MM	EACH
1	7034534	OLYMPIC R85 REINFORCED A4 LOOSE LEAF REFILL 7 HOLES 8MM RULED 50 PAGE 55GSM WHITE	PACK 1
2	7071218	STAEDTLER 562 RULER METRIC 300MM CLEAR	EACH
1	7094850	FABER-CASTELL GRIP TRIANGULAR COLOUR MARKER 1.0MM ASSORTED PACK 10	PACK 1
6	7096658	PAPERMATE INKJOY 100 BALLPOINT PENS MEDIUM BLUE	EACH
4	7033178	PAPERMATE INKJOY 100 BALLPOINT MEDIUM RED	EACH
8	4013052	STAEDTLER FSC HEXAGONAL PENCIL HB	EACH
1	7012407	FABER CASTELL TRI-GRIP COLOURED PENCILS PACK 12	PACK 1
2	7074480	ARTLINE SUPREME FINELINER PEN 0.4MM BLACK	EACH
1	7009121	SPIRAX SKETCH BOOK 534 A4 212 X 297MM	EACH
2	7007773	SHARPIE PERMANENT MARKER BULLET FINE BLACK	EACH
1	7040918	INITIATIVE ULTRASOFT FACIAL TISSUES 2 PLY BOX 200	EACH
1	7002329	BOSTIK BLU TACK 75G	EACH
1	7071697	INITIATIVE WHITEBOARD MARKERS BULLET TIP ASSORTED WALLET 4	PACK 1
2	4012082	SCHOOL SCISSORS 178MM OS208	EACH
LEFT SCISSORS PROVIDED AT SCHOOL IF REQUIRED			
2	7010613	MARBIG DISPLAY BOOK REFILLABLE 20 POCKET A4 BLACK	EACH
1	7000587	INITIATIVE PAPERONE A4 OFFICE COPY PAPER 80GSM WHITE PACK 500 SHEETS	PACK 1
1	4000192	PICTOR MINI SPACEBUDDIES SCRAPBOOK 100GSM 64 PAGE 165 x 240MM	EACH
1	7099637	STAEDTLER 653 MINI WHITEBOARD ERASER	EACH
1	7002096	MARBIG LIGHTWEIGHT COPYSAFE SHEET PROTECTORS A4 PACK 10	PACK 1
1	7025999	HIGHLAND NOTES 100 SHEETS PER PAD 76 X 76MM YELLOW	PACK 1
1	7046561	SPIRAX P534 SKETCH BOOK SPIRAL BOUND SIDE OPEN 40 PAGE A4 BLACK	EACH
ART 1			
1	7101541	FABER-CASTELL GOLDFABER GRAPHITE SKETCH SET PACK 8	PACK 1
ART 2			
1	7005393	GENERAL PURPOSE MASKING TAPE 24MM X 50M	EACH
STEAM			
1	4000611	PICTOR PREMIUM PRO 165 X 245MM 64 PAGE PP MINI SPACETECH SCRAPBOOK 100GSM	EACH
FRENCH			
1	7071245	INITIATIVE OFFICE TAPE 24MM X 66M CLEAR	EACH

Pack Price: **\$102.86**

**PRE-PAYMENT IS REQUIRED (CREDIT / DEBIT CARD VISA & MASTERCARD ONLY. ZIP PAY ALSO AVAILABLE)**