

### How to Order:

- The online ordering portal for 2021 booklists will open for orders to be placed from **26 October 2020** onwards.
- All orders are to be placed online at [www.lamontbooks.com.au](http://www.lamontbooks.com.au)
- To order, select 'Textbooks and Stationery' and from the drop-down list select 'Langwarrin Park Primary School'

### Delivery / Collection Options:

There are two options for receiving your 2021 order:

#### **Option 1: Click and Collect from Lamont in Hallam**

- Click and Collect orders are to be placed online for collection from the Lamont Office at **6 Technology Circuit, Hallam** during our opening hours. See the Lamont website for current opening hours.
- You will receive a text message with collection instructions once your order is ready to be picked up.
- Payment is required at the time your order is placed.

#### **Option 2: Home Delivery**

- You can place an order online for delivery to your nominated address.
- Standard delivery charges apply (\$9.50 for orders under \$100, \$15 for orders over \$100).
- Orders for multiple students in a family can be placed together and will only be charged one delivery fee. These orders must be checked out together when placing your order.
- Payment is required at the time your order is placed.

**COVID-19 Restrictions:** Due to COVID-19, the arrangements in the Lamont office may change during the Back to School season to comply with restrictions. Please refer to our [website](http://www.lamontbooks.com.au) for current operating information before attending our office.

## **ADDITIONAL ORDERING INFORMATION:**

### **PLACING AN ORDER:**

- **(NEW)** next to an item indicates that the item is a new textbook to the school for the 2021 school year or that the item is a workbook.
- All orders are to be placed online. Go to [www.lamontbooks.com.au](http://www.lamontbooks.com.au), select "Textbooks and Stationery" and choose your school from the list. Booklists **cannot** be handed in to school.
- If you require assistance to place an order, we have computers set up at our store and staff who can assist you with placing an order. Please note that if you attend our store during January you will not receive any items on the spot - orders will be delivered or available for collection at a later date. Please refer to our website for current opening arrangements.

### **PAYMENT OPTIONS:**

- **Online payment methods:** PayPal, credit card (Visa or Mastercard only) or direct deposit (see below for instructions)
- **Direct deposit:** You **must** include your order number as the payment reference. If you do not, we may be unable to match your payment to your order. This may result in substantial delays.
- We **do not** accept cheques (except from authorised welfare agencies by prior arrangement).

### **DELIVERY INFORMATION:**

- You can place orders for multiple students in one transaction provided the delivery address is the same. This minimises postage charges as only one postage charge will be applied to the entire order.
- For 2020/21 most orders in metropolitan Melbourne and surrounds will be delivered by Lamont staff. You will receive an email when your order has been packed, and a text message with tracking once your order is on the way. Please include any delivery instructions with your order.
- Some orders may be sent via Australia Post to your nominated address. If nobody is available to sign for the parcel a card will be left by Australia Post for the parcel to be collected from the Post Office. You will receive an email notifying you when your order has been despatched, containing the tracking number of your order.
- We commence despatching orders as they are received, and as soon as stock becomes available.
- If you are going to be away and there will be no one to receive the delivery, please provide the relevant dates that you will be away in the delivery comments section when placing your order and we will do our best to accommodate these requests.
- Oversized items cannot be delivered in the post. These items will be distributed to students at school.

**PRODUCT SUBSTITUTION:** If a stationery item is unavailable it may be substituted with an equivalent item of the same or greater value.

### **BACKORDERED ITEMS:**

- **Home Delivery:** If an item is unavailable it may be placed on backorder. Backordered items will be sent out once available at no additional charge. You will receive another email notifying you that a parcel has been sent.

### **REFUNDS:**

- Items may be returned for a refund or exchange at any time **up to 15 February or two weeks from date of purchase** (whichever is later). Items must be in new condition and proof of purchase is required.
- Refunds or exchanges will only be made after this time on items that are faulty, or in other cases at the sole and absolute discretion of Lamont Books.
- Electronic books, digital items, DVD's and calculators are firm sale. **NO** refunds or exchanges are available on these items.

**PRICING:** Booklist prices are correct at time of printing but may be subject to change.

**MISSING ITEMS:** Any claims for missing items must be made within **14 days** of receipt of your order. No claims may be made after this time.

### **OFFICE HOURS AND CONTACT DETAILS:**

- During December our office hours are 8.30am - 4.30pm, Monday - Friday. From mid-January, our office hours are 8.30am - 5.00 pm, Monday - Friday. We also open some Saturdays in January/February. We are closed on public holidays, and over the Christmas period. Please check our [website](#) for current office hours and Christmas closure information.
- The remainder of the year our office hours are 8.30am - 4.00pm, Monday - Friday.
- Office Location: 6 Technology Circuit, Hallam. Phone: 8787 1700. Email: [textbooks@lamontbooks.com.au](mailto:textbooks@lamontbooks.com.au)
- **COVID-19:** Please note due to COVID-19 restrictions our operations and opening hours may be changed. Please refer to our website for current operating information before attending our office.

# Year 4 2021 Booklist

The official supplier to:  
**Langwarrin Park Primary  
School**

This is an information list only. All orders are to be placed online at:  
**[www.lamontbooks.com.au](http://www.lamontbooks.com.au)**

## **REQUIRED STATIONERY**

\$54.30 Langwarrin Park PS - Year 4 Stationery Pack 2021

***Items Cannot be ordered individually or quantities changed***

### ***Stationery Pack Includes the following:***

*Tissues Facial 180 x 1*  
*A4 Exercise Book 14mm Thirds 70gm Red Margin 96 Pages x 2*  
*A4 Exercise Book 8mm Ruled 70gsm Red Margin 96 Pages x 5*  
*A4 Premium Exercise Book 10mm Grid 70gsm 96 Pages x 1*  
*A4 Reinforced Loose Leaf Paper 8mm Ruled Pk 50 x 1*  
*A5 Bank Paper Pad Plain 100 Leaf x 1*  
*Artline 577 Whiteboard Market Bullet Tip 3.0mm Blue x 2*  
*Bostik Glue Stick White 35g x 2*  
*Columbia Copperplate Copying Pencil Red x 2*  
*Display Book Refillable A4 20 Pocket Blue x 4*  
*Display Book Refillable A4 20 Pocket - Red x 1*  
*Faber Castell Connector Pens Assorted Colours Pk 12 x 1*  
*Faber Castell Yellow Textliner Ice Highlighter Chisel Tip x 1*  
*Document Wallet Foolscap Blue x 1*  
*Sharpener Double Metal x 1*  
*Pilot BP-S Ballpoint Pen Medium 1.0mm Blue x 1*  
*Pilot BP-S Ballpoint Pen Medium 1.0mm Red x 1*  
*School Eraser Large Staedtler x 2*  
*Columbia Colour Pencil Round PK12 x 1*  
*Ruler 30cm Plastic x 1*  
*Sharpie Fineline Pen 0.8mm Black x 1*  
*Plastic Clipboard Folder Front Cover Inside Pocket A4 Blue x 1*  
*Staedtler School Pencil HB x 8*  
*Scissors Westcott 127mm (5 inch) Kids Blunt tip x 1*

## **STUDENTS TO SUPPLY**

*Verbatim Classic over-ear Stereo Headphones -Black*  
*Large Pencil Case*