

**2019  
SECOND HAND TEXTBOOK  
PRE-ORDER SERVICE**

**for Students going into  
YEAR 12 - 2020**

Dear Parents and Carers,

The College Shop is offering a pre-order service **ONLY** for the purchasing of second hand textbooks. If you wish to take up this offer, please complete the pre-order form and return it to the College Shop no later than Monday 2<sup>nd</sup> December, 2019.

Orders will be filled on a first come, first packed basis. Please be aware that not all textbooks may be available. **Workbooks, Activity Books and some Student Books are NOT available as pre-orders, as these have usually been written in.**

Pre-orders will NOT be filled unless payment authority is completed with the order. As a guide, textbooks cost approximately 2/3 of the new price (after rounding), but we will complete the actual book cost for you.

**COLLECTION DETAILS**

Only the textbooks listed on the form will be available to purchase second hand. All orders must be collected from the College Shop on Thursday 5<sup>th</sup> December, 2019 between the hours of 8:00 am until 3:00 pm.

**SECOND HAND TEXTBOOKS**  
**PRE-ORDER FORM FOR Students going into**  
**YEAR 12 - 2020**

NAME OF STUDENT: \_\_\_\_\_

**REQUIRED TEXTS**

SUBJECT	NAME OF TEXT	UNIT COST	QTY	OFFICE USE	
				TOTAL	SUPPLIED
CHINESE	Hanyu for Snr Students 4 – Coursebook	\$50.00			
	Hanyu Intermediate Students–Text Stage 3 (2 <sup>nd</sup> Edn)	\$50.00			
	Oxford Concise Chi-Eng/Eng-Chi Dictionary (4 <sup>th</sup> Edn)	\$30.00			
CHRISTIAN ED	Bible CEV Compact Youth	\$10.00			
ENGLISH	How to Write What you Want to Say	\$16.00			
JAPANESE	Dictionary Oxford Japanese Mini (3 <sup>rd</sup> Edn)	\$9.50			
SPANISH	Collins Spanish Pocket Dictionary	\$13.00			
<b>TOTAL</b>					

***PLEASE NOTE: Workbooks, Activity Books and some Student Books are NOT available as Pre-Orders. Purchase of these items may be available at time of collection in person ONLY.***

**PLEASE ORDER CAREFULLY AS WE ARE UNABLE TO GIVE REFUNDS**

PURCHASERS NAME: \_\_\_\_\_

BOARDER: YES/NO

CONTACT PHONE NUMBER (OFFICE HOURS): \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

CREDIT CARD DETAILS: No orders packed without payment authority

NUMBER: \_\_\_\_\_ (Visa and Mastercard Only)

EXPIRY DATE: \_\_\_\_\_ CCV: \_\_\_\_\_ (3 digit number on signature panel)

SIGNATURE: \_\_\_\_\_