



## TEXTBOOK AND RESOURCES HIRE SCHEME AGREEMENT – YEAR 7 TO YEAR 12

THIS AGREEMENT is made

BETWEEN **ORMISTON COLLEGE LIMITED ABN 96 010 613 135** (The College)

AND Student Full Name: \_\_\_\_\_

Year Level: \_\_\_\_\_ Year Commenced Scheme: \_\_\_\_\_

### AGREEMENT

#### STUDENT

I acknowledge that, as a Secondary School student of Ormiston College, I will be participating in the Textbook and Resources Hire Scheme. I acknowledge that I have read the conditions as outlined below. After receiving my textbook and resources requirements, I will ensure that all due care is taken with the textbooks and resources for which I am responsible.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

#### PARENT

As the parent/guardian of the above student, I acknowledge that I have understood and accept the conditions of the Ormiston College Textbook and Resources Hire Scheme (as outlined below). I understand that the \$200.00 deposit will be refunded to me in full on the departure of the above student from Ormiston College, provided that all books hired are returned in good order, and agree to pay replacement cost of any book lost or damaged.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Full name of parent/guardian: \_\_\_\_\_

**PLEASE RETURN THIS AGREEMENT BY THE NOMINATED DATE.**

#### CONDITIONS

- Books issued to the student are to be kept clean and in good condition for the duration of the loan. Textbooks must not be loaned to other students.
- All textbooks and materials provided under the scheme remain the property of the Ormiston College Textbook and Resources Hire Scheme and must be returned (or reimbursement made) prior to the student leaving the school at the end of each year.
- No books are to be written in, underlined or highlighted in any way; for identification, barcode numbers for each book should be noted in the Student Diary. Labels may be placed on the textbook cover (white labels only, with student name and form class) but must be removed before returning to Book Hire.
- The cost of replacing lost or damaged textbooks will be invoiced to the Parent/Guardian nominated responsible on the Agreement form.
- Students are to return any nominated textbooks by their due date, prior to the end of each term, to the Book Hire Room (eg English novels). Books must not be handed back to the subject teacher. Books may be returned via the Returns Slot at the Book Hire Room.

**ALL TEXTBOOKS ISSUED ARE ENTERED ON COMPUTER AGAINST STUDENT'S NAME AND ID NUMBER**