

SAC Uniform Shop

PAYMENT REQUEST

Second-hand Uniform Items

Payment To:

NAME: _____ PHONE: _____
 EMAIL ADDRESS: _____ DATE: _____
 ADDRESS: _____ POSTCODE: _____
 Student Name: _____
 Current Student: YES NO Home Class, if applicable: _____

Payment Details:

BSB No: _____ Account No: _____ Account Name: _____

Important Note:

- Payment will only be made if you do not have an outstanding balance on your School Fees account.
- If you have an outstanding balance on your School Fees account, payment will be credited to that account first.

Please list all items submitted for resale on the back of this form.

Declaration:

CONDITIONS OF SALE

- ONLY CURRENT SAC UNIFORM ITEMS OF GOOD QUALITY WILL BE ACCEPTED FOR RESALE.
- Blazers must be dry cleaned and all other clothing items must be freshly laundered.
- Altered or mended items **will not be accepted** for resale.
- School bags must be freshly wiped clean.
- Bathers, shoes, socks, bouses and hats **cannot be resold** but can be donated if in excellent condition.
- The selling price of all items will be determined by St Aloysius College.
- St Aloysius College will retain 30% of all monies for providing this resale service.
- While every care is given, St Aloysius College bears no responsibility for items left for resale.

UNSUITABLE ITEMS:
 You will be notified via letter or email if any items are unsuitable for resale and asked to collect these. Any uncollected items will be disposed of after two weeks.

• Would you like to donate any items not suitable for resale? YES NO

I AGREE TO ABIDE BY THE ABOVEMENTIONED CONDITIONS OF SALE. Signed: X

OFFICE USE ONLY:

Email sent: _____

Payee Code	GL Code	Total Amount	GST	Batch Number
	455001.450T		N	
Date	Requested By	Authorised	Authorised	Posting Number

