

## HOW TO ORDER YOUR STATIONERY LIST

Your Booklist can be returned as early as December and paid for when you pickup, giving you the option to collect before Christmas or before the beginning of Term 1 2024.

Your booklist can be ordered via the following:

**Online:** [www.mropd.com.au](http://www.mropd.com.au) or clicking on the link <https://booklist.officebrands.com.au/margaretriver>

(See easy steps “How to Place Online Order”)

**Email:** [booklist@mropd.com.au](mailto:booklist@mropd.com.au)

**In Person:** Drop into our store Shop 1A/2 Acer Place, Margaret River WA 6285. Near Bunnings and BCF

**Please return your booklist ASAP to guarantee the items required and avoid disappointment.**

**If you would like us to pick for you, your booklists will have to be in by the 12<sup>th</sup> January 2024.**

**If you wish to pick your own booklist instore, you can, from the 15<sup>th</sup> January 2024. We will still help you to pick your booklist.**

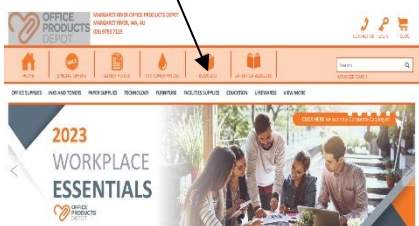
Once received, your booklist will be picked, packed, and stored. You will receive a text message when your order is ready for collection.

If you have a business account with Margaret River Office Products Depot, you can elect to have your booklist delivered to your business address.

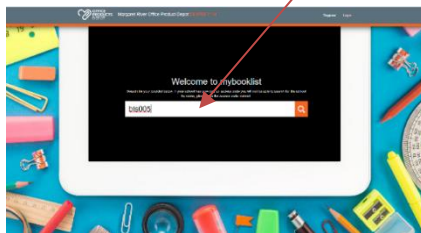
Payment can be made online or in-store by cash, credit card, or charged to your business account.

## HOW TO PLACE YOUR ORDER ONLINE

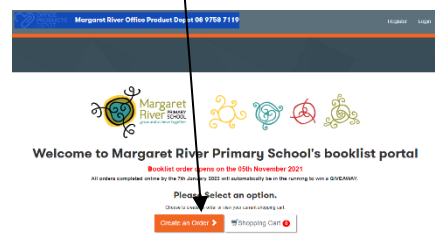
1. Navigate to or [www.mropd.com.au](http://www.mropd.com.au) choose BOOKLIST tab



2. Enter your access code “BTS001”



3. “Create an Order”



4. Complete details for student and select Year of study. “Continue”

The booklist will be available to edit or add to cart, any key dates are visible on the righthand side.

5. When happy with quantity simply “Add order to Cart”

6. “Check out” or “+ Add Another Student”.

7. Fill in Parent/Guardian details. Check Order Summary “Next”.

8. Final Order Summary click “Submit Order”.

### ONE TO GIVE AWAY!!

All orders done online by the 12<sup>th</sup> January 2024 will be in the running to win gift for your teacher and Posca Pack for you



Thank you for your order, you will receive a text message when your order is ready for collection.

Refund/exchange Policy: As per Fair Trading Guidelines

- Must be accompanied with proof of purchase within 14 days
- Faulty goods will be refunded under the products warranty guide

Trading Hours

Monday to Friday 8.30 am to 5.00pm  
Saturday 9.00 am to 1.00pm  
Closed Public Holidays /23 December 2023

OFFICE USE:

Date: \_\_\_\_\_ Pick up Date: \_\_\_\_\_ Amount Paid: \_\_\_\_\_ eft/cash/Eway