



**MELVILLE  
PRIMARY SCHOOL  
2025 REQUIREMENTS LIST**

# Pre-Primary

Ordering your Requirements List through West School Supplies, your school's preferred supplier, ensures your child receives the correct items as chosen by your school for the curriculum. Place your order using any of the easy home delivery options below.

**ORDER ONLINE BEFORE FRIDAY 3 JANUARY 2025  
TO ENSURE DELIVERY PRIOR TO SCHOOL COMMENCING**

### OPTION 1 – ONLINE ORDERS

- Visit [booklist.westschoolsupplies.com.au](http://booklist.westschoolsupplies.com.au)
- Enter School Code: **MELBT1**
- Enter Password: **MEL625**
- Please select School Year: **Pre-Primary**
- Click '**Display My List**' and follow the prompts
- Delivery Fee is **\$7.95** per order or **\$10.95** for Family Orders (multiple children)
- Families with multiple children must be process and pay for one child at a time. When doing the order for the first child select the '**Delivery Per Family**' option \$10.95 and then for each additional child select '**Additional Child**' option for \$0.00. To ensure family orders are delivered together, enter the names of siblings of additional orders in the comments box on the '**Order Confirmation**' page.

### OPTION 2 – MANUAL ORDERS

- Select required items & complete delivery information over page.
- Complete payment details below and post to West School Supplies  
PO Box 1412 Osborne Park WA 6916

#### CREDIT CARD PAYMENT

Mastercard                       VISA                       (American Express is not accepted)

Card Number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_    Expiry Date: \_\_\_\_\_ / \_\_\_\_\_    CCV \_\_\_\_\_

Cardholder Name \_\_\_\_\_                      Signature \_\_\_\_\_

*By signing above, you authorise West School Supplies to debit your card for your order.*

### WE'RE HERE TO HELP

West School Supplies is an online company and does not have a retail store, however if you have any questions please contact our friendly customer help desk open 8.30am – 4.30pm Monday to Friday. Orders will commence being dispatched from 1 December 2024.

**Please note that pick-up facilities are not available.**



[westschoolsupplies.com.au](http://westschoolsupplies.com.au)

T 08 9440 4418    E [info@westschoolsupplies.com.au](mailto:info@westschoolsupplies.com.au)

A PO Box 1412 Osborne Park DC WA 6916    ABN 31 634 753 192

ALL PRICES INCLUSIVE OF GST & SUBJECT TO CHANGE WITHOUT NOTICE. PRODUCT BRANDS SUBJECT TO AVAILABILITY & SUBSTITUTES PROVIDED WITHOUT NOTICE.

STUDENT'S FIRST NAME _____	STUDENT'S SURNAME _____
ADDRESS _____	SUBURB _____ P/C _____
PHONE _____	EMAIL _____

LINE NO	CODE	DESCRIPTION	QTY	QTY REQ	UNIT	TOTAL
<b>REQUIREMENTS LIST</b>						
1	100059	CHALK CRAYOLA SIDEWALK LARGE PK 12 ASSTD	1	_____	6.50	6.50
2	103822	DISPLAY BOOK A4 20P REFILLABLE CLEAR FRONT BLACK	1	_____	2.50	2.50
3	103336	DOCUMENT WALLET A3 POLY BUTTON CLOSE TRANS CLEAR	1	_____	2.35	2.35
4	102160	GLUE STICK ARTLINE 40G PURPLE	2	_____	2.95	5.90
5	101448	LIBRARY BAG WITH HANDLE 360 X 280mm ASSTD COLOURS	1	_____	8.95	8.95
6	100345	MARKER PERMANENT ARTLINE 70 BULLET BLACK	1	_____	3.95	3.95
7	102786	MARKER WHITEBOARD DRY ERASE BULLET BLACK	6	_____	1.80	10.80
8	104204	MARKERS FABER JUMBO TRIANGULAR PK 12	1	_____	12.95	12.95
9	104309	MARKERS SHARPIE PERMANENT FINE PK 12 ASSTD COLOURS	1	_____	15.75	15.75
10	100468	PEN FINELINER ARTLINE 210 0.6MM BLACK	2	_____	3.70	7.40
11	103356	PENCIL FABER JUNIOR TRIANGULAR GRIP GRAPHITE 2B	4	_____	0.80	3.20
12	102739	SCISSORS MAPED SOFT GRIP 130MM	1	_____	3.25	3.25
13	103824	STORY BOOK WRITER 330x240mm 64P 1/2 PLAIN 1/2 24mm RULED	1	_____	2.75	2.75
					<b>SUBTOTAL</b>	<b>\$86.25</b>

<b>VOLUNTARY CONTRIBUTIONS</b>						
14	100762	SCHOOL VOLUNTARY CONTRIBUTION PER CHILD	1	_____	60.00	60.00

<b>VOLUNTARY P&amp;C CONTRIBUTIONS</b>						
				Select ONE		
Please select ONLY ONE of the contributions below for your whole family, and do this only for the ELDEST child's order.						
15	104256	VOLUNTARY P & C CONTRIBUTION PER FAMILY \$30	1	_____	30.00	30.00
<b>OR</b>						
16	104257	VOLUNTARY P & C CONTRIBUTION PER FAMILY \$50	1	_____	50.00	50.00
<b>OR</b>						
17	104258	VOLUNTARY P & C CONTRIBUTION PER FAMILY \$75	1	_____	75.00	75.00
<b>OR</b>						
18	104259	VOLUNTARY P & C CONTRIBUTION PER FAMILY \$100	1	_____	100.00	100.00

Delivery Fee: **\$7.95** per order or **\$10.95** for Family Orders      1      \_\_\_\_\_

**ORDER TOTAL** \_\_\_\_\_

**PARENTS TO SUPPLY**

**Group A**

- 1 x Over Ear Headphones
- 1 x Hand Soap Refill
- 1 x Box of Tissues

**Group B**

- 1 x Over Ear Headphones
- 1 x Hand Soap Refill
- 1 x Roll of Paper Towel

**Group C**

- 1 x Over Ear Headphones
- 1 x Hand Soap Refill
- 1 x Pack Jumbo Zip Lock Bags

**Group D**

- 1 x Over Ear Headphones
- 1 x Hand Soap Refill
- 1 x Chux Magic Eraser Spot Cleaner 8 Pack

**PLEASE MARK ALL CLOTHING ITEMS WITH YOUR CHILD'S NAME**

