

# Scholars Bookshop CC

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Vat Registration Number 4230109565

1987/026544/23

9 November 2018

Dear Parents,

Your school has requested that Scholars Bookshop CC offer their services to supply the learners with the books required for **2019**

Please contact Scholars Bookshop if you have any queries - **NOT THE SCHOOL.**

Your books will be delivered to the school for collection on the **first day of School Term 1, 16 January 2019, thereafter, Tuesday at first break (10:20 - 10:45)**

**Note:**

- Full payment with return of your order in envelope: Apologies - **no change will be given.**
- Cheques made payable to **SCHOLARS BOOKSHOP CC.** If you are paying by cheque, you may leave your order in an envelope, together with the cheque, and leave at reception at the school. Please indicate that it is for Scholars Bookshop CC. The receptionist will not be responsible for cash payments.
- All order forms and payments must be sent in by **Friday 30 November 2018,** in order that your textbooks be delivered on time. Any orders after that date cannot be guaranteed delivery on **16 January 2019.**
- Cheques post-dated for **15 December 2018** will be accepted.
- Proof of payment to be faxed/emailed to Scholars Bookshop CC at the above fax number/email address. ***Please include your child's name, school and grade in the message.***
- Bank account details are as follows:

<b>ACCOUNT HOLDERS NAME</b>	<b>SCHOLARS BOOKSHOP CC</b>
<b>BANK</b>	<b>NEDBANK</b>
<b>ACCOUNT NUMBER</b>	<b>1046 341731</b>
<b>BRANCH</b>	<b>BUSINESS SOUTHERN PENINSULA</b>
<b>BRANCH CODE</b>	<b>123209</b>
<b>REF.</b>	<b>CHILDS NAME, SURNAME AND GRADE IN 2019</b> <b>(e.g Jack Jones Grade 10)</b>

- When you are completing your order form - please rule out the whole line of any title you do **NOT** wish to purchase
- On receipt of your parcel, please check the items, as claim of damaged items may only be made within 10 days of receipt of your books.

With thanks

**SCHOLARS BOOKSHOP CC**