

NORWOOD SECONDARY COLLEGE SECONDHAND UNIFORM

Conditions:

1. The value of items of secondhand clothing left at the College Shop may not be used as credit for new or other secondhand uniform items.
2. Only freshly laundered or dry-cleaned items will be accepted.
3. When depositing secondhand items for selling, the College Shop Manager will determine the appropriate selling price.
4. Uniform items not sold after 12 months can be collected, after an additional month, by the owner. After that time the items will be used as needed by the Sub-school and Welfare Co-ordinators.
5. The owner's signature on this form is authority to sell items listed.
6. At the end of each month, the College Shop Manager will arrange for payments to be made for items sold.
7. **Please note that all payments are by EFT and will be for the selling price with a commission of 20% deducted.**
8. Please show only 1 item per line. This will facilitate recording and payment procedures.
9. A copy of this form will be forwarded to the owner within one week of receipt of goods.

SECOND HAND UNIFORM DETAILS:

Quantity	Size	Description of Item	Code	Selling Price	GST	Date Sold	Commission	Amount to be paid	Date of Payment
1									

Payment to be made to: EFT (complete details)

BSB :	
Account No:	
Account Name:	
Telephone:	

Date of receipt of uniform items at the College Shop	
Student's Name:	
Address:	
Signature of owner:	Date: