



ST MATTHEW'S CATHOLIC PRIMARY SCHOOL

YEAR 4 REQUIREMENTS 2027



SCAN ME

This is a list of the basic requirements needed by your child to begin the new school year. This list has been carefully prepared by the teachers with specific items listed. By obtaining your book pack requirement through our supplier Olympia Office Products you will obtain exactly the correct items required (saving you time and money).

You may place your order in any of the following ways.

By Website: Go to www.olympiabookpacks.com.au . Type in the access for your school which is **STMCPS** and then follow the prompts to place your order.

OR – Scan the QR Code at the top right-hand corner of this page.

By Post or in Person: Olympia Office Products, Unit 5, 1274 Boundary Road, Wacol Qld 4076. Office Hours are Monday to Friday 8.30am to 4.45pm (payment form on back page) – **Please note our NEW ADDRESS.**

By Email: Email to sales@olympiaonline.com.au.

Payment Options:

Postal Orders – Payments can be made by Visa, Mastercard or Money order. Payment details are to be completed on the back of this form. Money orders are to be made payable to Olympia Office Products.

On Line Orders – Payments can be made by Visa, Mastercard, ZIP Pay or Afterpay.

Orders placed in Person at Olympia Office Products – Layby Option, Visa, Mastercard, Money Order, Afterpay or Cash.

Special Lay-By Option:

Fill in your booklist form and bring into our office at Wacol by 15 December 2026 and pay a \$20.00 (Non-Refundable) deposit for each pack submitted. Your book pack will be picked, packed and ready for you to collect and pay the balance at our office from the week commencing 11 January 2027. **This option is not available online.**

ALL ORDERS ARE TO BE SUBMITTED BY 15 DECEMBER 2026

Late Orders:

Please place your orders by 15 DECEMBER 2026. Orders may still be placed after this date but will be subject to a \$6.95 per child packing fee. Please place your order as early as possible to ensure it arrives before school starts. Orders placed after this date will be picked and packed after all orders placed by the submission date are completed. To ensure your order arrives before school commencement please place your order by the required date. Ordering your booklist for collection from Olympia Office Products is recommended if placing your order after this date.

OLYMPIA
OFFICE PRODUCTS

www.olympiabookpacks.com.au

Olympia Office Products, Unit 5, 1274 Boundary Road, Wacol Q 4076 Ph: (07) 3275 1122

E-mail: sales@olympiaonline.com.au Web: www.olympiabookpacks.com.au

Office Hours: Monday to Friday 8.30am – 4.45pm. Christmas Office Closures: 24th December 2026 to 4th January 2027.
Orders may still be placed online over this period.

Home Delivery: has been subsidised by Olympia Office Products and is available at a small cost of **\$10.95 per DELIVERY ADDRESS** (regardless of the number of packs delivered). Please ensure all your family orders are placed TOGETHER, otherwise you will be charged for each pack. We DO NOT phone prior to delivery. If you are not home your order will be left in a safe dry place. Alternatively, you may choose to have your order delivered to a work or family/friend's address. Home deliveries will commence from 1st November 2026.

Pick Up – Olympia Office Products (No delivery fee) When your order is ready you will receive an email, text or phone call from Olympia Office Products to advise you that your order is ready. Pick up is available from Olympia Office Products, Unit 5, 1274 Boundary Road, Wacol, from Monday to Friday between 8.30am and 4.45pm once you have been advised that your order is ready for collection. This is a great option if you are going away on holidays over the Christmas period. – **Please note our NEW ADDRESS.**

Pick Up is NOT AVAILABLE from St Matthew's Catholic Primary School

Returns and Refunds:

Refunds or exchanges will be made on goods deemed faulty from the manufacturer. Please choose carefully. All orders are Firm Sale. Once orders are submitted and paid, no cancellations or changes can be made.

Business Office Hours:

Business Office Hours are Monday to Friday from 8.30am to 4.45pm. We are closed Public Holidays and Weekends. The office will be closed from 24th December 2026 and reopen 4th January 2027.

“EARLY BIRD ORDERS”

PLACE YOUR BOOK PACK ORDER BY 17TH NOVEMBER 2026

AND GO INTO THE DRAW TO HAVE IT SUPPLIED FREE

SUBMIT YOUR ORDER BY 17 NOVEMBER 2026

FOR CHANCE TO WIN YOUR BOOK PACK FOR FREE

WINNING STUDENT WILL HAVE THEIR BOOK PACK VALUE
REFUNDED

(Winner will be drawn and notified on Friday 20th November 2026)

ORDER FORM

ST MATTHEW'S CATHOLIC PRIMARY SCHOOL

STUDENT NAME _____ ☐ Boy ☐ Girl

(Please Tick One)

STREET _____ TELEPHONE _____

SUBURB/TOWN _____ POSTCODE _____

YEAR 4 BOOK LIST 2027

DESCRIPTION	Quantity Required	PRICE EACH	Quantity Ordered	TOTAL PRICE
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LIST A – General Requirements

Scrapbook Mega 64 Page 330x245mm Bond Paper	1	\$ 2.15		
Exercise Book A4 Year 3/4 Ruled 96 Page Red & Blue Lines	7	\$ 1.60		
Exercise Book A4 Year 8mm Ruled 96 Page with Red Margin(Spanish)	1	\$ 1.60		
Grid Book A4 10mm squares 48 Page	4	\$ 1.05		
Music Book 225mm x 175mm 8mm Feint & Staved 96 Page	1	\$ 1.85		
Clipboard Acrylic Clear A4	1	\$ 5.25		
Whiteboard Markers – Initiative Bullet Assorted (Wallet 4)	2	\$ 4.95		
Whiteboard Eraser – Staedtler 653 Mini	1	\$ 0.90		
Markers – Permanent Artline Supreme – Black	2	\$ 1.25		
Graphite Pencils – Staedtler Natural HB (Box 12)	2	\$ 4.30		
Colour Pencils – Staedtler Colour Pencils Pack 12	2	\$ 3.80		
Ballpoint Pen – Medium 1.00mm Red Each	2	\$ 0.30		
Highlighter – Maped Fluo Peps chisel Assorted (Wallet 4)	1	\$ 4.50		
Glue – Bostik Glue Stick 35g Clear	4	\$ 3.30		
Eraser – Celco Maxi in Sleeve	4	\$ 0.45		
Coloured Post it Note 76x76mm (Pack 3)	1	\$ 5.75		
Unscented Baby Wipes (Pack 80)	2	\$ 3.20		
Micador MTEHS04 USB-C Headphone with Microphone (Must be USB-C Connection)	1	\$ 16.95		
A4 White Copy Paper 80gsm (500 Sheets) (Delivered direct to school)	2	\$ 7.25		
Facial Tissues 2 Play Large Box 200 (Delivered direct to school)	1	\$ 2.25		
Document Wallet Polypick Foolscap – Blue	3	\$ 1.75		
Scissors – School Right Handed 152mm	1	\$ 1.90		
Ruler Wooden 30cm Metric	1	\$ 0.60		
Pencil Sharpener Metal 2 Hole with catcher	1	\$ 1.50		

Order Total \$

☐ Tick box if you require the complete booklist
Total Cost \$ 130.95

Please bring all supplies on the first day.

Please
Tick
☐
Home Delivery

Please
Tick
☐
Olympia Office Pick Up

Please
Tick
☐
Special Lay-By Option

METHOD OF PAYMENT

TICK

..... Money Order enclosed Credit Card (Please complete next section)
..... Afterpay (online/in store)..... Cash (Only at Olympia Office Products Office)

TICK

(Please make all cheques payable to "Olympia Office Products")

HOME DELIVERY

Delivery Address (if different from home address)

.....

Any special delivery instructions:

.....

..... (eg. Place to leave order/s if not home, dog problem etc)

TOTAL OF THIS ORDER:-.....

NAMES OF ANY OTHER ORDERS PLACED:

..... Year Total-.....

..... Year Total-.....

..... Year Total-.....

Please staple all of your orders together for ease of processing

THERE IS A \$10.95 CHARGE PER DELIVERY ADDRESS10-95...

OVERALL TOTAL \$.....-.....

CREDIT CARD ORDER

Name of cardholder.....

Address.....Telephone (.....).....

Email.....

Suburb/Town.....Post Code

(Delete the one that doesn't apply) Charge my **VISA / MASTERCARD/AMEX**

CARDHOLDER NUMBER : ____ / ____ / ____ / ____

EXPIRY DATE : ____ / ____

3 DIGIT SECURITY CODE : ____ (Located on Signature Strip on Back of Card)

CARDHOLDER SIGNATURE

Please check your order carefully. Once your order has been placed and payment has been made, no changes can be made.
Refunds or exchanges are only available on products deemed faulty by the manufacturer.