

# TO SELL SECOND HAND BOOKS

**DEADLINE: Mon 5 Dec 10am**

## Years 7 – 9 in 2016

Kew High School Chaplaincy Committee Ph: 9859 8652 Fax: 9819 7880



Date items deposited for sale	Have you had books for sale at the shop in the last 2 years? YES/NO	Current Year level
Student name – SURNAME	FIRST NAME	Student ID
Name that cheque is to be made out to		
Postal address for cheques and statements		
Email address for notifications		Post code
Phone (business hours)	Phone (after hours)	<b>Signature</b> of Seller's Parent or Guardian to acknowledge these conditions of sale:
Office use only: Grader's Comments, Initials & Date:		

**Please carefully check book list, over page, for books that are sellable this year.** Make sure you are not selling something you will need next year.

A full list can be found on the school website: [www.kew.vic.edu.au/](http://www.kew.vic.edu.au/) - click on the 'Second-hand Shop' or <http://www.kew.vic.edu.au/page/45>. Printed copies will also be available from the table near the school office during late November and early December. Late changes will be listed on the noticeboard there.

**Workbooks:** If the book has spaces for students to write in answers the KHS Second Hand Shop will **not accept a copy for sale if it has been used at all**. Rubbing out or using correction fluid will not make the book acceptable.

**Unsellable books left for processing** (*unlisted ePack components, wrong editions, unlisted books, workbooks with writing in them or books in very poor condition or with offensive drawings*) **will not be returned to you**. No receipts are issued, but this form can be consulted at the shop. Make a photocopy of this form for your records.

Clean up and repair your books. Locate any accompanying CDs. List them on this form (see over).

### Donations

Unused stationery, books or uniforms can be left in a separate box, next to the sellers' collection bins near the school office.

*Personal information included on this form is securely stored and will only be used for correspondence regarding sale or collection of second hand goods. Personal information for seller cheques may be verified with Kew High School.*

Books are graded as follows:

- Excellent: As good as new, sell for approx. 75% of new price
- Good: The broadest category, sell for approx. 50% of new price
- Poor: Torn or missing cover or pages, stains, drawings, 5 or more pages with permanent marks (ink or highlighter, etc.) sell for approx. 25% of new price.

**Poor quality books are regarded as donations - you will not be paid for them.**

Unsold books may be discounted in 2<sup>nd</sup> and 3<sup>rd</sup> terms. This will reduce your payment.

You will receive a cheque for 70% of the selling price of good and excellent quality books **after they sell**. Cheques and statements are issued in February and September. The balance is retained by the Committee for funding the School Chaplain.

Please do not bring in books that are not on this list - we do not have the space to store them while trying to find means of disposal. Try:

*Recycled Textbooks at  
12 Arcade Road, Mont Albert North  
Phone: 9898 1677 Mobile: 0421 642 362  
Email: [sales@recycledtextbooks.com.au](mailto:sales@recycledtextbooks.com.au)  
<http://www.recycledtextbooks.com.au/>*

There are a number of subjects that are using digital text options. This means there are fewer books this year to sale.

**PLEASE ONLY SEND IN BOOK ON THE LIST BELOW – we do not have the facilities to dispose of them**

### YEAR 7

2016 YEAR 7 text books	What you may do with this book	Tick to sell	Office use grading	Shop code
Cay The (Puffin Modern Classic)	Sellable			140
Parvana (P/B)	Sellable			146
Oxford Australian Pocket Dictionary (7E)(H/B)	Sellable but required for following years			944
Essential Music Theory Grade 1	<b>Required for Yr8</b> but sellable– <u>workbook ONLY</u> if excellent condition/totally clean/unmarked			110
Obento Deluxe - Student Book (4th edn)	<b>Required for Yr8</b> but sellable			150
Obento Deluxe - Wkbk/CD/DVD (4th ed)	<b>Required for Yr8</b> but sellable– <u>workbook ONLY</u> if totally clean/unmarked			151
Basic scientific calculator	Sellable but required in Year 8			990

### YEAR 8

2016 YEAR 8 text books	What you may do with this book	Tick to sell	Office use grading	Shop code
Outsiders (Puffin Modern Classic)	Sellable			244
Oxford Australian Pocket Dictionary (7E)(H/B)	Sellable but required for following years			944
Essential Music Theory Grade 1	<b>Workbook:</b> Sellable <b>ONLY</b> if excellent/unmarked			110
Obento Supreme - Student Book (4th ed)	<b>Required for Yr9</b> but sellable			351
Obento Supreme - Wkbk/CD/DVD (4th ed)	<b>Required for Yr9</b> but sellable – <u>workbook ONLY</u> if excellent condition/totally clean/unmarked			352
Basic scientific calculator	Sellable but required in Year 9			990

### YEAR 9

2016 YEAR 9 text books	What you may do with this book	Tick to sell	Office use grading	Shop code
All Quiet On The Western Front (P/B)	Sellable			340
Romeo & Juliet (Oxford School Shakespeare)(6th ed)	Sellable			445
Oxford Australian Pocket Dictionary (7E)(H/B)	Sellable			944
AQA French Foundation - Student Book for GCSE - <b>Workbook</b>	Required for Year 10 but <b>SELLABLE workbook ONLY</b> if excellent condition/totally clean/unmarked			350
Obento Supreme: Student Book (4th ed)	Sellable			351
Obento Supreme: <b>Wkbk/CD/DVD</b> (4th ed)	Sellable – <u>workbook ONLY</u> if excellent condition/totally clean/unmarked			352
Basic scientific calculator	Sellable			990