

Northholm Grammar

Second Hand Uniform Shop

The Northholm Association operates the Second-Hand Uniform (SHU) Shop in which parents can donate or sell items in good condition. The SHU not only helps Northholm parents with sourcing discounted uniforms, but it also benefits all School students as a source of fundraising.

Our **Opening Hours** during the term are:

Monday 2.30pm – 3.30pm

Wednesday 7.45am – 8.45am

Friday 8.00am – 9.00am

The first Tuesday of each month, the SHU will be open from 8am – 9am.

Times and days may change or increase. Please check our Facebook page.

School holiday and additional days are advertised via our Facebook page www.facebook.com/groups/northholmassociation

Selling or Donating Items

To sell items, please complete this form, print it off and include it in your bag of items. Please ensure your plastic bag is sealed, with your surname on the front and the form inside. Items received without the form and all it's required information will not be accepted. To donate items, the form is not required. When ready, please deliver to either Reception or the SHU Shop. All items must be freshly washed, ironed and in a good condition. Blazers must be dry cleaned. At SHU'S discretion some items won't be accepted due to oversupply or condition, you will be advised of this via email. They will be returned to reception for your collection. In the event they are not collected within 14 days, they will be donated toward the school to use.

Location

The SHU shop is located behind the office reception building towards the high school classrooms, on the right-hand side near the garages and up the small stairs.

You are welcome to email us at:

Second Hand Uniform Shop

secondhanduniforms@northholm.nsw.edu.au

Northholm Association

ngspandc@northholm.nsw.edu.au

Parents Helping Parents. Volunteers are always Welcome.

The SHU process

Follow these easy steps to return and sell your items:

1. Print off form
2. Fill in all points with the red Asterix
3. Fill in all items you wish to sell/donate
4. Ensure all items are in accordance with the terms and conditions
5. Place items in a bag with the form inside
6. Label bag with surname & attention: SHU
7. Deliver to reception or the SHU

Second Hand Uniform Shop
Sales & Donation Form

All fields are required to be completed.

Parent/Guardian Name*:		
Address*:		
Suburb*:		
Postcode*:		
Contact number/s*:		
Email address*:		
Year Group & name/s child/Children are in: (This is in case we cannot contact you) *		
Please specify service*:	Donation Sale	
I have read & accepted the Terms, Conditions & requirements for sales of Second-Hand Uniforms*	Yes	No
<i>If applicable*</i> . Payment will be processed within 3 - 5 days.	Bank Account Name:	Institution:
Date*:	Signature*:	
Additional comments/notes:		

Second Hand Uniform Shop

Sales & Donation Form

List each item you are returning to the SHU, along with any relevant details.

All Year Items	
Item	Quantity returning
Brimmed Hat (K - 6)	
Jumper	
Kit Bag (Large)	
Kit Bag (Small)	
Trolley Bag (Medium)	
Trolley Bag (Small)	
Gear sack (K – 6)	
Library Bag (K-2)	
All Weather Coat (Senior)	
Sports Uniform	
Shirt Sports - Junior	
Shirt Sports – Senior	
Shirt House – Lincoln	
Shirt House – Rowland	
Shirt House – Pluss	
Shirt House – Archdale	
Shirt – Soccer/Futsal	
Singlet – Basketball	
Shorts Sport (K – 12)	
Shorts – Basketball	
Shorts – Rugby	

Second Hand Uniform Shop
Sales & Donation Form

List the items the items that are you are returning to the SHU.

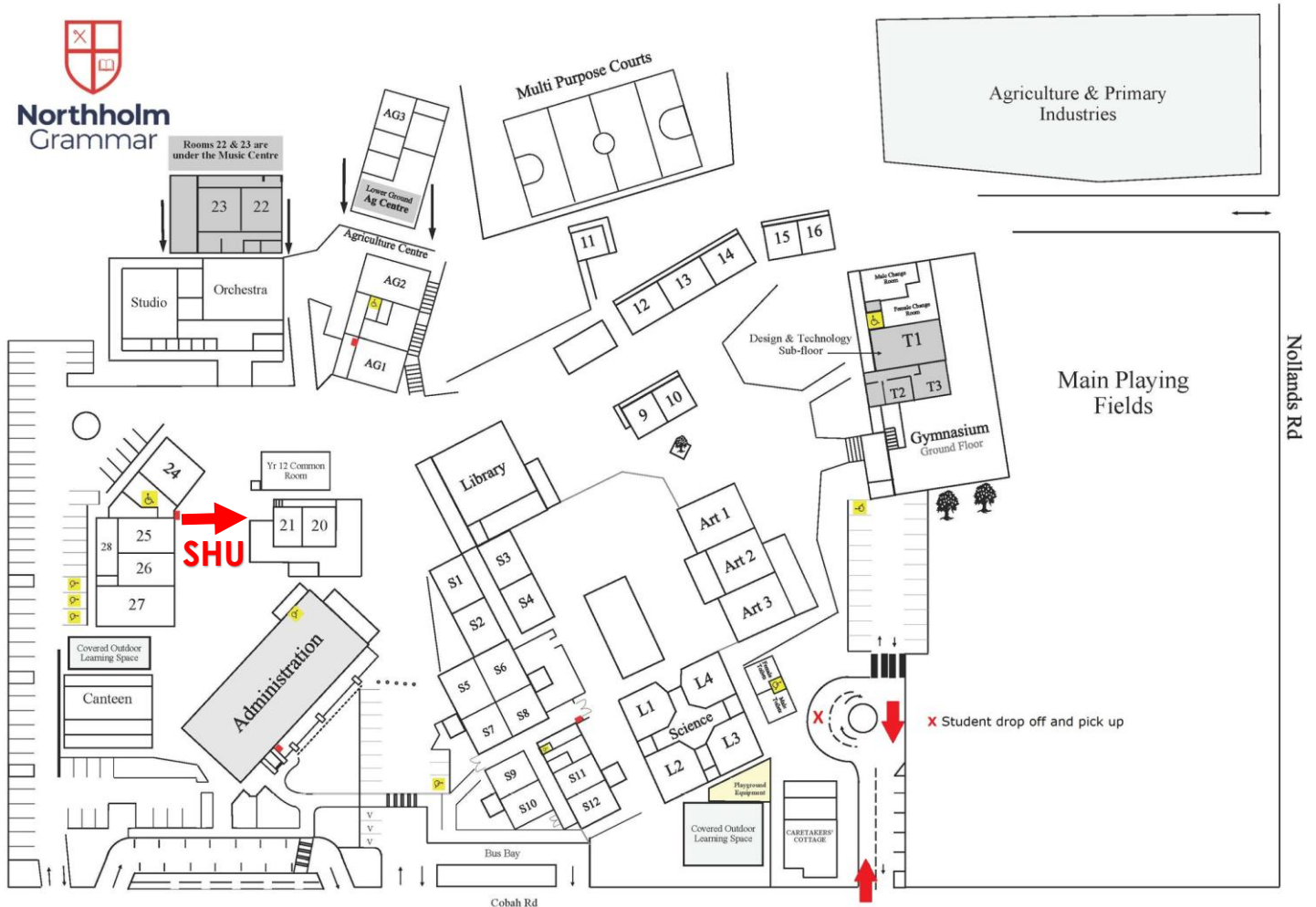
Sports Uniform continued	
Item	Quantity returning
Tracksuit Jacket	
Tracksuit Pants	
Hat – Sports Cap	
Vest – Polar Fleece	
Male Uniform	
Blazer	Size: Qty:
Shorts	Size: Qty:
Trousers - Men	Size: Qty:
Trousers – Youth	Size: Qty:
Shirt – Short Sleeve	Size: Qty:
Shirt – Long Sleeve	Size: Qty:
Tie Junior (K – 4)	
Tie Middle Year (5 – 10)	
Tie Senior Years (11 – 12)	
Ladies Uniform	
Blazer	Size: Qty:
Skort Summer – (K – 6)	Size: Qty:
Skirt Pleated Summer (7 – 12)	Size: Qty:
Culottes (K – 6)	Size: Qty:
Shirt – Short Sleeve	Size: Qty:
Shirt – Long Sleeve	Size: Qty:

Terms & Conditions

- All items that are donated or sold to the SHU must be in a wearable condition. All items must be laundered and pressed.
- Any items received that have not been laundered and pressed, will be rejected.
- Any items with holes, stains, fraying, yellowing, unclean, tears or any other distinctive fault will not be accepted and returned to you.
- All buttons and zips must be in working order.
- Blazers must be dry cleaned, with dry-clean tags attached and inside plastic sleeve.
- Bags must be cleaned inside and outside thoroughly.
- Items not accepted will be returned to reception, you will be advised via email and will be required to collect within 14 days. Once this has lapsed, they will be donated to the school.
- Items that are accepted are at the discretion of the SHU.
- Items may not be accepted due to oversupply.
- Items that are accepted are at the discretion of the SHU.
- Uniform items that are being phased out of the school uniform guidelines, will not be accepted.
- Purchasing items from the SHU must be paid for at time of purchase.
- Payments for SHU are to be made via EFT at the time of purchase.
- The SHU cannot hold items for people.
- Returning items once purchased must be done within 7 days of purchase.
- Any items purchased from the SHU are to be collected from the SHU (ref map).
- Payments can be made prior via direct transfer, once items are confirmed and payment received, students can collect from the SHU office.
- All items that are sold to the SHU, must be delivered to the school reception or directly to the SHU shop in a plastic bag and the above Sales Form pages 1 – 3 are to be completed in full and included inside the bag. The outside of the bag must clearly have written your surname and for the SHU.
- If we are unable to locate you due to forms being incomplete or unclear, your items will be returned to reception. In the event they are not collected, they will be donated to the SHU shop after 3 weeks.
- It is each customer's responsibility to follow up on their items if you have not heard from the SHU after 5 days, you are required to contact the SHU via email.
- The SHU will not take any responsibility for items that have been donated or sold due to the incomplete information supplied.
- The complete form must be received with the items, the SHU will not accept any items without a completed form.



Northholm
Grammar



Senior Drop off

Junior Drop off