



14 December 2017

Dear Parent / Guardian,

The start of the school year is fast approaching. To make it easy for you, we have teamed up with OfficeMax and have organised to have our back to school stationery loaded on to MySchool - <https://www.myschool.co.nz/northcross> from Wednesday 20 December 2017 for you to view, download a copy, or order from.

**Just to quickly summarise, the OfficeMax MySchool benefits for you are:**

- **Competitive prices** - find a lower price and OfficeMax will match it (conditions apply, see [myschool.co.nz](https://www.myschool.co.nz) for details)
- **Free delivery** - for orders over \$46.00 incl. GST
- **Save valuable holiday time** - avoid busy shopping malls and shop online from the comfort of home
- **Multiple ordering options** - online at [myschool.co.nz](https://www.myschool.co.nz), freephone 0800 724 440, freefax 0800 367 724, mail order or OfficeMax retail store (located at 93 Wairau Road, Glenfield).
- **Delivery that suits** - you can choose delivery to your home or workplace. All orders placed by 22 January have a guaranteed delivery before school starts. Otherwise collection from the Glenfield store can be made at any time.
- **Quality product** - your child will start the year with the correct supplies that will last
- **Payment options** - choose to pay with your credit/debit card, internet banking (with DPS secure payment) or pay by cash in at the OfficeMax retail store (located at 93 Wairau Road, Glenfield).
- Options to **pay the school donation, technology subsidy & annual consumables subsidy online** to help save you time (NB. But please do not pay this if you took advantage of our special offer package in Sep/Oct 2017).

Buying through OfficeMax MySchool can also earn our school Rewards which we can redeem for much needed educational supplies, equipment for our classrooms or for students in need.

We are confident that this approach for Northcross is the easiest way to purchase your back to school stationery. Simply go online to <https://www.myschool.co.nz/northcross> from 20 December 2017, click on the stationery pack that applies to your child's room number and add any other stationery items you would like, and then follow the instructions on the website. NB. Place your order by 22 January to have a guaranteed delivery prior to the start of school.

To order by mail order and/or pay by cheque, all you have to do is go to <https://www.myschool.co.nz> select the items you require, and when you get to the check out, click on the Mail Order Form button. This will build a customised mail order form for you to print.

**Note:** please check the delivery windows at [myschool.co.nz](https://www.myschool.co.nz) to ensure you place your order in time to receive before school starts.

Should you have any website or ordering queries please go in the first instance to the MySchool helpdesk. For any non-website assistance, I can be emailed in January at [kevinf@northcross.school.nz](mailto:kevinf@northcross.school.nz).

Yours sincerely

Kevin Faulkner  
Executive Officer  
Northcross Intermediate School