



This year we are using Office Products Depot to supply our student's stationery.

### HOW...

Go to [www.theschoolstore.co.nz](http://www.theschoolstore.co.nz) and select Tamatea High School from the drop box by typing Tamatea High School until the name appears.

The stationery lists are loaded by YEAR and SUBJECT. This allows you to select your child's stationery by the subjects they are taking. Just select the appropriate year and subjects from the catalogue on the left hand side and add to your basket. If you have more than one child at the school, then simply add each pack to your basket.

While the site allows you to adjust the quantity of any item, the lists are approved Tamatea High School mandatory requirements, at bulk prices negotiated by Tamatea High School.

Finally, please provide your delivery address details (along with any special instructions) and complete the order by making your payment (by Visa, Mastercard or Debit card only) through the secure credit card payment gateway. Once you have completed your order, you will receive an email confirmation including delivery details. **IMPORTANT** – If you do not receive a confirmation email, something may have gone wrong with the placement of or payment for your order. If this occurs, please contact Office Products Depot immediately.

Office Products Depot will deliver your order to the address provided.

OR

Purchase stationery direct from Hawkes Bay Office Products Store at 44 Wakefield Street, Onekawa.

**Shop Hours** are Monday – Friday 8.00am to 5.00pm

**Extra days:** Saturday 20th January 9.00am – 12.00pm

Saturday 27th January 9.00am – 12.00pm

### WHEN...

The site will be live for ordering by 20<sup>th</sup> December, however orders will not be dispatched until mid-January, when all published texts are available.

If you have any questions, you can email via the Contact Us page or directly to:

Hawkes Bay Office Products Depot on 843 0294 (ask for Marc, Heather or Debbie) or email [hawkesbay.opd@psoffice.co.nz](mailto:hawkesbay.opd@psoffice.co.nz)

### PHYSICAL ADDRESS..

44 Wakefield Street  
Onekawa  
Napier

