



SECOND HAND CLOTHING

TERMS AND CONDITIONS FOR ACCEPTANCE OF UNIFORM ITEMS

Only the following garments will be accepted for sale at the nominated pricing:

- a) Current regulation school uniform (including hem length)
 - b) Freshly laundered (Blazers are dry cleaned)
 - c) Free of stains, paint, mould, tears, holes and excessive fading (including embroidery)
 - d) Buttons and zips are on garment and in working order
 - e) Free of holes or fraying and hems and seams intact (including underarms)
1. A 'Request for Sale of Second Hand Clothing' form **must** be completed in full and signed by parent/s (page 2 of this document) and accompanied with uniform items in a bag.
 2. The uniform shop may not accept certain items if there is an oversupply.
 3. The following items are not accepted for resale:
 - Pleated prep girls shorts
 - Junior school girls dresses with red ties
 - Junior school boys shirts without green trim
 - Junior school cricket style hats (Mundi / Branded brand)
 - Girls size 10/12/14 middle school dresses
 - Skirts, dresses, shorts, trousers hemmed too short
 - Formal day uniforms (Mundi & Williamson brand)
 - House shirts and sports shorts (LWR brand)
 - Sports jackets & shorts (Alinta brand)
 - Backpacks (Green Sparton / Midford brand)
 - White Whipbird polos
 - Track pants, library bags, swimwear, socks, stockings, tights, zipper ties, netball visors, junior school grey trousers and scarfs
 - Items not previously purchased from uniform shop
 4. All care will be taken but we do not accept responsibility for any items which go missing. (This is very rare.)
 5. Goods are priced at the following rates (refer to second hand buying guide 2017/2018)

Very good condition	approx. 35-50% of new cost less 25% admin fee
Good condition	approx. 20-35% of new cost less 25% admin fee
Fair condition	0% (stains, tear or needing repair) go into donations
Poor condition	0% disposed of.
 6. Credit for items will be deducted from school fees account or a refund paid if no fees are outstanding. This will be done at the end of every month.
 7. A 25% administration fee will be deducted from total amount of prices allocated to garments.
 8. The final decision on acceptance of the garment for sale is at the discretion of staff.

TERMS AND CONDITIONS OF SECOND HAND SALES

1. Items purchased from the uniform shop as second hand are at the buyer's risk. No exchange or refund is available on second hand stock.



REQUEST FOR SALE OF SECOND HAND CLOTHING

Seller's Name: _____
 Name on NCC school fees account: _____
 Postal Address: _____
 Contact Phone: (h) _____ (m) _____
 Email Address: _____
 No of Garments: _____

I have read and agree with terms and conditions for acceptance of second hand uniform items and confirm that I originally purchased (paid) for clothing. I understand that items not accepted (as detailed on page 1) will be recycled and not returned to owner.

Signature of Seller: _____
 Date: _____

**Please complete below table using a SEPARATE LINE for each individual uniform item*

Garment Description	Size	Office use only	\$
Eg Middle school boys day shirt	12		
Date completed at U/Shop		Subtotal \$	
		Less admin fee 25%	
		Total \$	
		Date paid to customer (fees account/cheque request)	