



17 September 2020

Dear Parents

Please find enclosed the list of stationery required for Gr. 3 in 2021. For your convenience and with special guidance from each phase teacher, we have asked *Forms Media* to package customized stationery boxes with the complete set of relevant items for the year. The school will not be responsible for collecting orders, money or receipting payments made on behalf of *Forms Media*, however, should you wish to take advantage of this convenient offer, please place these orders directly at *Forms Media*. Payment can be made either by EFT or cash at *Forms Media*. Banking details are as follows:

Account name: Forms Media
Bank: Nedbank (Tzaneen)
Branch Code: 128405
Account number: 1284111334
Reference: **UNI075** (SURNAME) (Gr. 3)

Parents will be notified once the ordered packages are ready for collection from the school at the end of November 2020. Please note that it is not compulsory for parents to buy their child's stationery from *Forms Media*. It is entirely the choice of the parents as to which supplier they would prefer to use. It is not necessary to purchase new stationery every year if your child has taken good care of his/her belongings such as scissors and whiteboards, however all items on the list need to be supplied at the start of the academic year.

The following item is not included in the Grade 3 package but is required:

- 1 x 2 litre (ICE CREAM) CONTAINER (to store stationery)
- 1 x pump action bottle of liquid hand soap
- Please keep all stationery in its original packaging. Do not unpack items such as colouring pencils into a stationery/pencil bag or ice-cream container.

Please make sure that ALL items of clothing, equipment and stationery are clearly marked with your child's name and surname at the start of school in 2021.

Yours sincerely

Paula Drake
HOD Foundation Phase

NAME: _____ **GRADE:** _____

Please indicate on this list which items you would like to order. The complete Grade 3 package including VAT is available at R1,033.74. This can be ordered directly from Forms Media before Friday 30 October 2020.

GRADE 3 REQUIREMENTS 2021		
1 x BOTTLE BOSTIK ART & CRAFT GLUE	32.00	
4 X PRITT GLUE STICK 40G (unit price R35.00)	140.00	
1 X BOX PENTEL PASTELS	35.50	
1 X PACKET OF 12 KOKIS	27.00	
1 X MONAMI PACKET OF RETRACTABLE WAX CRAYONS (12)	56.00	
2 X PACKET OF 12 FABER CASTELL COLOURED PENCILS @ 37.80	75.60	
1 X STEEL ADEL SHARPENER WITH CONTAINER FOR SHAVINGS	35.00	
4 X ERASERS (unit price R1.80)	7.20	
2 X 30CM RULER (MM & CM) (unit price R2.70)	5.40	
10 X H PENCILS (STAEDLER OR FABER CASTEL) (unit price R9.00)	90.00	
1 X LARGE PAIR OF BLUNT NOSE SCISSORS (170MM)	16.60	
8 X THIN WHITEBOARD MARKERS (PENTEL FINE POINT) (unit price R15.00)	120.00	
1 X ARTLINE 700 BLACK PERMANENT MARKER	27.50	
1 X ARTLINE 70 BLACK PERMANENT MARKER	27.50	
1 X A4 WHITEBOARD	27.00	
1 X SMALL WHITEBOARD DUSTER	6.00	
1 X BOX OF TISSUES	16.00	
1 X MARLIN MATERIAL STATIONERY BAG (3 PARTITIONS)	52.00	
2 X BLUE BALLPOINT PEN (BIC ORANGE) <i>NOTHING ELSE!</i> (unit price R4.00)	8.00	
1 X BLACK FINELINER	11.60	
1 X BOX OF 25 PLASTERS	37.50	
1 X CROXLEY CANVAS GUSSET BOOK BAG	47.50	
TOTAL INC VAT	1,033.74	

I, parent/guardian of
 in Grade 3 (Please circle)

- Would like to order the complete Grade 3 package @ R1,033.74
- Would like to order only items specified

I attach payment (or proof of payment) to the amount of R.....

Parent Contact number:

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 SIGNATURE: PARENT/GUARDIAN