



RUNCORN STATE SCHOOL

YEAR 4 REQUIREMENTS 2026



SCAN ME

This is a list of the basic requirements needed by your child to begin the new school year. This list has been carefully prepared by the teachers with specific items listed. By obtaining your book pack requirement through our supplier Olympia Office Products you will obtain exactly the correct items required (saving you time and money).

You may place your order in any of the following ways.

By Website:

You can order on your school website at www.runcornss.eq.edu.au and click on the booklist link, follow the prompts and place your order.

OR - Go to www.olympiabookpacks.com.au and type in the access for your school which is **RUNCORN25** and then follow the prompts to place your order.

OR – Click on the QR Code at the top right-hand corner of this page.

By Post or in Person: Olympia Office Products, Unit 1, 32 Annie Street, Coopers Plains 4108. Office Hours are Monday to Friday 8.30am to 4.45pm (payment form on back page)

By Email: Email to sales@olympiaonline.com.au.

Payment Options:

Manual School Orders, Post/Mail Orders – Payments can be made by Visa, Mastercard or Money order. Payment details are to be completed on the back of this form. Money orders are to be made payable to Olympia Office Products.

On Line Orders – Payments can be made by Visa, Mastercard or ZIP Pay and Afterpay

Orders placed in Person at Olympia Office Products – Layby Option, Visa, Mastercard, Money Order, Afterpay or Cash.

Special Lay-By Option:

Fill in your booklist form and bring into our office at Coopers Plains by 12 December 2025 and pay a \$20.00 (Non-Refundable) deposit for each pack submitted. Your book pack will be picked, packed and ready for you to collect and pay the balance at our office from the week commencing 12 January 2026. **This option is not available online.**

PLEASE PLACE YOUR ORDERS BY 20 DECEMBER 2025

“Please place your order before Christmas to help us ensure that, at this very busy time of year, all students have their supplies ready for the first day of school.”

OLYMPIA
OFFICE PRODUCTS

www.olympiabookpacks.com.au

Olympia Office Products, Unit 1, 32 Annie Street, Coopers Plains, Qld 4108 Ph: (07) 3275 1122,
E-mail: sales@olympiaonline.com.au Web: www.olympiabookpacks.com.au

Office Hours: Monday to Friday 8.30am – 4.45pm. Christmas Office Closures: Public Holidays and Weekends.

Home Delivery: has been subsidised by Olympia Office Products and is available at a small cost of **\$10.95 per DELIVERY ADDRESS** per school (regardless of the number of packs delivered). Please ensure all your family orders are placed TOGETHER, otherwise you will be charged for each pack. We DO NOT phone prior to delivery. If you are not home your order will be left in a safe dry place. Alternatively, you may choose to have your order delivered to a work or family/friend's address.

Pick Up – Olympia Office Products (No delivery fee) When your order is ready you will receive an email, text or phone call from Olympia Office Products to advise you that your order is ready. Pick up is available from Olympia Office Products, Unit 1, 32 Annie Street, Coopers Plains from Monday to Friday between 8.30am and 4.45pm once you have been advised that your order is ready for collection. This is a great option if you are going away on holidays over the Christmas period.

Pick Up is NOT AVAILABLE from Runcorn State School

Returns and Refunds:

Refunds or exchanges will be made on goods deemed faulty from the manufacturer. Please choose carefully. All orders are Firm Sale. Once orders are submitted and paid, no cancellations or changes can be made.

Business Office Hours:

Business Office Hours are Monday to Friday from 8.30am to 4.45pm. We are closed on weekends and Public Holidays.

“EARLY BIRD ORDERS”

PLACE YOUR BOOK PACK ORDER BY 20 NOVEMBER 2025

AND GO INTO THE DRAW TO HAVE IT SUPPLIED FREE

**SUBMIT YOUR ORDER BY 20 NOVEMBER 2025
TO GO IN THE DRAW**

WINNING STUDENT WILL HAVE THEIR BOOK PACK VALUE
REFUNDED

(Winner will be drawn and notified on Tuesday 25 November 2025)

ORDER FORM
(Detach & Return this side)
RUNCORN STATE SCHOOL

STUDENT NAME _____ ☐ Boy ☐ Girl
(Please Tick One)

STREET _____ **TELEPHONE** _____

SUBURB/TOWN _____ **POSTCODE** _____

YEAR 4 BOOK LIST 2026

DESCRIPTION	Quantity Required	PRICE EACH	Quantity Ordered	TOTAL PRICE
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SECTION A

Maths Plus AC Ed Value Pack Year 4 (2023 Edition) 9780190337759	1	\$ 27.95		
Writer Sketch Block A4 25 Leaf	1	\$ 2.75		
Exercise Book A4 64 Page with Margin	8	\$ 1.00		
Exercise Book A4 Year 3/4 Ruled 48 Page with Margin	5	\$ 1.00		
Grid Book A4 10mm Squares Splash 48 Page	3	\$ 1.00		
Grid Book A4 10mm Squares Splash 96 Page	1	\$ 1.55		
Clipboard Folder A4 PVC Assorted	1	\$ 3.95		
Coloured Pencils Micador ColourRush 100% FSC 12's	1	\$ 5.15		
Highlighter Wallet of 4 (Orange, Yellow, Pink, Green)	1	\$ 2.95		
Bostick Glue Stick 35gm Clear	4	\$ 3.30		
Markers Coloured Micador Basic Fine Tip 12's	1	\$ 1.70		
Calculator Sharp EL231	1	\$ 10.95		
Pencil HB Staedtler (Box 12)	1	\$ 4.10		
Whiteboard Osmer A4 MDF Magnetic Plain Double Sided	1	\$ 5.95		
Marker Whiteboard Staedtler Compact Wallet 4 Assorted	1	\$ 10.80		
Recorder Yamaha YRS24B	1	\$ 14.95		
Pen Ballpoint Medium Red	2	\$ 0.30		
Marker Sharpie Permanent Fine Black (1.0mm)	1	\$ 2.00		
Ruler WOODEN 30cm Unpolished	1	\$ 0.60		
Eraser Micador Large 3020	3	\$ 0.30		

ITEMS THAT MAY BE RETAINED FROM PREVIOUS YEARS IF IN GOOD CONDITION

Clear Mesh Pouch A4	1	\$ 3.65		
Whiteboard Eraser Mini Magnetic	1	\$ 1.10		
Pencil Case Name Osmer 34cm x 17cm 2 Zip	1	\$ 3.80		
Scissors Micador 165mm(LEFT OR RIGHT HANDED)Please Circle	1	\$ 2.60		
Sharpener Faber Castell One Hole with Catcher	2	\$ 0.95		
Headphones MConnected Multimedia on Ear with Microphone 03	1	\$ 11.65		

Order Total **\$**

☐ **Tick box if you only require all items in Section A.**

Total Cost \$ 126.05

☐ **Tick box if you require all items in both Sections A & B.**

Total Cost \$ 150.75

Children are also required to provide the following available from the School Uniform Shop.

1 x Runcorn State School Printed Library Bag

1 x Runcorn State School Printed Chair Bag (Optional)

Please
Tick
☐
Home Delivery

Please
Tick
☐
Olympia Office Pick Up

Please
Tick
☐
Special Lay-By Option

METHOD OF PAYMENT

TICK

..... Money Order enclosed

TICK

..... Credit Card (Please complete next section)

..... Afterpay (online/in-store)..... Cash (Only at Olympia Office Products Office)

(Please make all cheques payable to "Olympia Office Products")

HOME DELIVERY

Delivery Address (if different from home address)

.....

Any special delivery instructions:

.....

..... (eg. Place to leave order/s if not home, dog problem etc)

TOTAL OF THIS ORDER:

.....-.....

NAMES OF ANY OTHER ORDERS PLACED:

..... Year Total-.....

..... Year Total-.....

..... Year Total-.....

Please staple all of your orders together for ease of processing

THERE IS A \$10.95 CHARGE PER DELIVERY ADDRESS10-95...

OVERALL TOTAL \$.....-.....

CREDIT CARD ORDER

Name of cardholder.....

Address.....Telephone (.....).....

Email.....

Suburb/Town.....Post Code

(Delete the one that doesn't apply) Charge my **VISA / MASTERCARD/AMEX**

CARDHOLDER NUMBER : ____ / ____ / ____ / ____

EXPIRY DATE : ____ / ____

3 DIGIT SECURITY CODE : ____ (Located on Signature Strip on Back of Card)

CARDHOLDER SIGNATURE

Please check your order carefully. Once your order has been placed and payment has been made, no changes can be made. Refunds or exchanges are only available on products deemed faulty by the manufacturer.