



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

### ONLINE ORDERING

Go to [www.nzschoolshop.co.nz](http://www.nzschoolshop.co.nz) and enter your school into the search field, then select it from the drop down menu, enter your first student's name into the pop up box. Follow the instructions online on how to order. You can add multiple students and schools to your order please complete each order consecutively.

### PAYMENT OPTIONS (through the secure payment gateway)

- Credit or Debit card via Paypal
- Internet banking via Poli Pay



### DELIVERY & PURCHASING OPTIONS

Office Products Depot can deliver your order for an extra \$4 freight fee (\$7 rural) or free delivery for orders over \$50 +gst

Or you can choose to click & collect your stationery from Hawkes Bay Office Products Depot

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

**Extra days:** Saturday 15<sup>th</sup> January 9.00am – 12.00pm  
Saturday 22<sup>nd</sup> January 9.00am – 12.00pm  
Saturday 29<sup>th</sup> January 9.00am – 12.00pm

### WHEN CAN I ORDER?

The website will be live for ordering by Monday 6<sup>th</sup> of December 2021, however orders will not be dispatched until mid-January and we will have packs available in our shop for purchase from Monday 11<sup>th</sup> of January 2022.

If you have any questions, please contact us  
Hawkes Bay Office Products Depot  
843 0294 or email: [bts@psoffice.co.nz](mailto:bts@psoffice.co.nz)

### PHYSICAL ADDRESS

44 Wakefield Street  
Onekawa, Napier, 4110

There is plenty of parking at the rear of the building.  
Please consider the environment and bring your own reusable carry bags.

