

SECOND HAND UNIFORM TRADING OPERATION

Richmond High School Council has approved a Second Hand Uniform Trading Operation as a fundraising opportunity for the school. Proceeds of sales retained by Richmond High School Council will go towards supporting families experiencing financial hardship. Families will be able to send their second hand uniform to school and the school will facilitate the sale of these items to other families.

GUIDELINES FOR SELLING SECOND HAND ITEMS:

- All items must be Bob Stewart issued uniform
- Items must be accompanied with this completed form
- Selling family to set the sale price
- Richmond High School Council to retain one third of the sale price
- Selling family to be paid remaining two thirds of the sale price (once item is sold)
 - E.g. Jumper sold for \$30.00 – Family to receive \$20.00; RHS Council to retain \$10.00

Please complete the below form and return it to school with your second hand uniform items.

CONTACT DETAILS	
STUDENT NAME:	
PARENT / GUARDIAN NAME:	
PARENT / GUARDIAN CONTACT NUMBER:	

BANKING DETAILS (This is where money from sale of items will be deposited)											
BSB:	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td>-</td><td></td><td></td><td></td><td></td><td></td> </tr> </table>					-					
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ACCOUNT NAME:	<table border="1"> <tr> <td colspan="10">ACCOUNT NUMBER</td> </tr> </table>	ACCOUNT NUMBER									
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SECOND HAND UNIFORM ITEMS			
ITEM DESCRIPTION	SIZE	PRICE \$	(Office Use Only) DATE SOLD
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	