



Canterbury Girls'
SECONDARY COLLEGE

Parents' Association

The 2023 Canterbury Girls' Secondary College Second-hand Book sale

The 2023 Booksale

1. The online store will operate in 2023.
2. Books can be sold on consignment (sell your books through the book sale and earn money). You can also choose to donate your books, or donate the money earned from the sale of the books to the PA/school. Consigncloud software will be used to manage this part of the sale.
3. Books are sold at 66% and 33% of the new price depending on condition. For books that require an ebook reactivation code, the cost of the code is first deducted from the 'new book' price.

Better condition - minimal permanent markings, some pencil accepted. Shows normal wear and tear for a used book. Sells at 2/3 of new price.

Fair Condition - pen markings or highlighting on more than 4 pages, torn or significantly damaged pages or torn or damaged cover. If the book looks worn, it will be considered to be in fair condition – sells at 1/3 of new price

4. The CGSC Parents Association will take 20% of the sale price as fund raising for the school.

What do I need to do to sell books?

1. Check the booklists for next year to ensure you no longer need the books. Booklists have been sent out on Compass. Check the '2023 Second-hand books list with pricing' to check that the book is being accepted for sale.
2. Print off the 2023 **Books Sale form** and complete all the relevant details. A **Direct Deposit form** is needed if you are to be paid for books that are sold.
3. Drop off books to the school office in a bag or tied as a bundle. Books can be dropped to the school office
For **Years 10, 11 & 12** books can be dropped off at the school office from *Thursday 16 November* between 8 am – 4pm until 2 pm on Thursday 7 December
For **Years 7,8,9** books can be dropped off from *Friday 1 December* until 2 pm on Thursday 7 Dec
No books will be accepted for sale after 2 pm on Thursday 7 December

It is recommended that Yr 7 - 9 students drop their books off between Friday 1 Dec – Thursday 7 December as books may be used up until this time.

4. Return the completed Direct Deposit payment form to the school office. This can be emailed to accounts@cgsc.vic.edu.au or handed to the staff. Your payment details will be entered into the school payment system.
5. The PA volunteers will assess the book condition and enter books onto the Consigncloud software. You will receive emails from this system. This will only occur from Friday 1 Dec.

At the end of the sale, you will receive an email showing books sold and any payment expected. If you are collecting your unsold books, please arrange to pick any unsold books **Wednesday 13 – Thursday 14 December between 8 am – 4pm**. After this date uncollected books will be considered the property of the CGSC PA.

Payments will be made by the office. Payments will be paid by end of Term 1 2024.

CGSC 2023 Book Sale Form

PLEASE PRINT CLEARLY

Student’s name and 2023 Class: _____

Parent’s name: _____

Parent’s mobile: _____ Parent’s Compass #: _____

Parent’s email address: _____

1. Do you want to receive payment for your books? Yes No
 If Yes – please ensure you return the separate Direct Deposit Payment Form. Please note that payment will be made by end of Term 1 2024. Payments will not be made this year.
 If No – 100% of the sales will be donated to CGSC PA.

2. Do want any unsold books returned to you at the end of the sale? Yes No
 If Yes – remember to collect these unsold books on Wednesday 13 or Thursday 14 December between 8am – 4pm. After this time, the books will become the property of the CGSC PA.
 If No – books will become the property of the CGSC PA at the end of the sale.

By submitting the form you are agreeing to the terms and conditions of the book sale. These are available on compass.

Books for Sale

List your books below. Please check the ‘books for sale list’ for which books are being accepted. Old editions will not be entered for sale. Book condition will be assessed by the CGSC PA Book sale team.

| CGSC Book code | Office use | Book Title | Entered (office use) |
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