Woodhill State School
P & C Uniform Shop

Layby Terms and Conditions

A deposit to the value of 10% of the total purchase price is required to begin a lay-by.

Payments are to be made weekly or fortnightly.

Lay-bys should not exceed an 8 week period.

A non-refundable service fee of $3.00 will be charged for each layby.

Failure to complete payments in the specified time makes the goods and the 10% deposit liable for forfeiture.

If the layby is cancelled by you, all monies paid except the service fee will be refunded.

Individual items may not be separated from a layby parcel.

Payments can be made at the uniform shop on a Friday morning, via internet banking or through the office on a Thursday or Friday.

Once layby has been paid out, orders can be collected from the uniform shop on Friday morning or sent home with the student.
LAY-BY AGREEMENT

1. Parties to the Agreement

This agreement is between

Purchaser: Full name: …………………………………………………………………………………

Seller: Woodhill State School P& C

2. Description of product being purchased

This agreement covers both purchaser and seller (named in item 1 above)

<table>
<thead>
<tr>
<th>Qty</th>
<th>Item</th>
<th>Unit $</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Service Fee</td>
<td>3.00</td>
<td>3.00</td>
</tr>
</tbody>
</table>

Total

3. Commencement and Completion Dates

Term offered of lay-by by seller is 8 weeks.

Commencement date of this agreement: ……/……/…………

Completion date of this agreement: ……/……/…………

4. Deposit

Total sale price: $ …………………………………

10% deposit amount: $ ……………………………

Balance to be paid: $ ……………………………

Payments to be made: ……………………………

Minimum instalments of $……………………………
LAY-BY AGREEMENT

5. Timing and Amount of Instalment Payments

A minimum of one payment must be made each week / fortnight. You may decide to pay more frequently if you wish.

Each payment will be an equal share of the balance owing after the 10% deposit is paid for the nominated term.

6. Cancellation Fee

If at any time during this agreement you do not wish to or cannot proceed with your purchase. Woodhill State School P & C will return, all monies paid except the service fee.

7. Failure to Pay Instalment Payment

In the event the purchaser should fail to pay any one of the payments detailed in item 5, or a cheque is dishonoured when presented for payment, this agreement may be terminated at the discretion of the seller. Any fees or charges incurred by dishonoured payments will be chargeable to the purchaser named in item 1.

8. Failure to Complete

In the event that the purchaser should fail to complete all payments by the selected Lay-by period detailed in item 3, this agreement may be terminated at the discretion of Woodhill State School P & C.

If this should occur, the same conditions outlined in item 6 will apply.

Purchaser

(Print full name) I ........................................................... have read and fully understand the terms outlined in this agreement, by signing I understand that I am legally bound by its terms.

Purchaser signature: ................................................. Date: ....../....../.......

Woodhill State School
P & C representative: .................................................. Date: ...... /...... /......