



If you have any questions, please visit our website, staplesschooltools.ca, or contact your local Staples store to speak with the dedicated Staples School Tools representative assigned to your school.

Your Dedicated Representative is: **David Bill - 403-314-3085**

Email Address: **David.Bill@staples.ca**

School Name: **Aspen Heights Elementary**

The reference number you will require to place your order is:

Standard Supplies Kit **Grade 4 7013A901-A2326**

Deluxe Supplies Kit **Grade 4 CF25B678-92323**

- Additional items in Deluxe Kit **12" Westcott Wooden Ruler, Refill Paper 150 Sheets, Small Pencil Case**

Premium Supplies Kit **Not Applicable Not Applicable**

- Additional items in Premium Kit ****NOTE: Staples will deliver ALL kits to the school for the first day of classes, there is no need to pick it up at Staples**

Please enter the number at staplesschooltools.ca and select the best choice for you.

All orders must be paid and registered by: **July 8, 2017**

Kits may be picked up at Staples

Store Name: **Staples Parkland Mall Address: 4747-67, Street Red Deer, Parkland Mall**

If you choose to pay at your local Staples store, please bring this letter before the indicated deadline, and we will process cash, cheque or debit card payments for the kit of your choice.

Our satisfaction guarantee protects you in the event that you have unexpected changes in which school your child will be attending. We will issue a full refund on any complete kits that have not yet been picked up by you or delivered to the school.

Defective items may be exchanged upon presentation of your payment confirmation.

Additional School Notes:

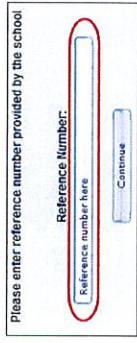
Please ensure that the students name is correctly entered when ordering, as the **FREE Labels** Staples will supply will be made using the exact spelling entered when you order your kit. If there are any questions or concerns please contact Staples Parkland Mall for assistance.

School Tools



Purchasing a School Tools Kit

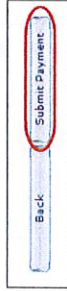
1. Go to <https://staplesschooltools.ca>
2. Click the **Log in Using Reference Number** option from the main menu, then select **Single Student Payment** from the drop down menu:
3. Enter the Reference Number exactly as shown in the letter provided from the school, then **Continue**:



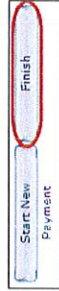
4. Review the order, and press **Continue** to enter payment information:



5. Enter the student and billing information, and then press **Submit Payment** to confirm.



6. You may print or save your order confirmation. A copy will also be emailed to you at the email address you provided. Click **Finish** to complete the process:



Don't want to pay online? Visit your local Staples store and take the letter from the school along with the order reference number.

Questions?
customer_service@staples.ca

Please share your positive experience with your friends!
Tag us in your post [@staplescanada](https://www.instagram.com/staples4schools) or [#staples4schools](https://www.facebook.com/staples4schools)



School Tools



Order Reference No: 7013A901-A2326

School: Aspen Heights Elementary
Teacher: Grade 4
Grade: 4 ENGLISH STANDARD

Item no	Item description	Qty
2537555	1 inch navy economy binder	1
501216	Staples® White Vinyl Erasers, 2/Pack	3
37895	Elmer's Washable School Glue, 120ml	1
567473	Crayola® Supertip Washable Markers, 24/Pack	1
584682	Staples supply bag	1
853656	Staples®/Staedtler Coloured Pencils, 24/Pack	1
665784	Papermate® Canadiana Wood Pencils, #2 HB, 24/Pack	2
606124	Staples® Comfort Stic Ballpoint Pens, 1.0mm, Blue, 12/Pack	2
44452	Paper Report Cover, Grey	1
44453	Paper Report Cover, White	1
44454	Paper Report Cover, Black	1
969677	Paper Report Cover, Orange	1
969679	Paper Report Cover, Yellow	1
969681	Paper Report Cover, Dark Blue	1
969685	Paper Report Cover, Green	1
969687	Paper Report Cover, Light Blue	1
969690	Paper Report Cover, Red	2
777339	Staples® 7" Student Scissors	1

Total amount including taxes: \$35.43

Change to XL Ziplock Bag if needed.

Return policy: If for any reason you require a refund for your School Tools purchase, please present a copy of your payment confirmation to your local Staples store. Refunds may not be issued on incomplete kits. Individual items from kits may not be refunded separately. All items in the kit must be in sellable condition in original packaging. Customers are responsible for the removal and back-up of all data (including personal information) from returned products. To have a defective item replaced, please present your payment confirmation at any Staples Store.

https://stapleschooltools.ca/Orders/All_orders.aspx



Order Reference No: CF25B678-92323

School: Aspen Heights Elementary
Teacher: Grade 4
Grade: 4 ENGLISH DELUXE

Item no	Item description	Qty
2537555	1 inch navy economy binder	1
501216	Staples® White Vinyl Erasers, 2/Pack	3
37895	Elmer's Washable School Glue, 120ml	1
567473	Crayola® Supertip Washable Markers, 24/Pack	1
584682	Staples supply bag	1
739285	Staples® Plastic Pencil Case, Small	1
853656	Staples®/Staedtler Coloured Pencils, 24/Pack	1
665784	Papermate® Canadiana Wood Pencils, #2 HB, 24/Pack	2
606124	Staples® Comfort Stic Ballpoint Pens, 1.0mm, Blue, 12/Pack	1
592226	Staples® Refill Paper, 150 Sheets	1
44452	Paper Report Cover, Grey	1
44453	Paper Report Cover, White	1
44454	Paper Report Cover, Black	1
969677	Paper Report Cover, Orange	1
969679	Paper Report Cover, Yellow	1
969681	Paper Report Cover, Dark Blue	1
969685	Paper Report Cover, Green	1
969687	Paper Report Cover, Light Blue	1
969690	Paper Report Cover, Red	2
962210	Westcott® Wooden School Ruler with Plain Edge, 12"/30cm	1
777339	Staples® 7" Student Scissors	1

Total amount including taxes: \$38.12

Change to XL Ziplock Bag if needed.

Return policy: If for any reason you require a refund for your School Tools purchase, please present a copy of your payment confirmation to your local Staples store. Refunds may not be issued on incomplete kits. Individual items from kits may not be refunded separately. All items in the kit must be in sellable condition in original packaging. Customers are responsible for the removal and back-up of all data (including personal information) from returned products. To have a defective item replaced, please present your payment confirmation at any Staples Store.

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