



Email: office@customschoolsupplies.ca
Phone: 1-800-441-4125
Fax: 1-866-859-9771
Mail: Box 4, Site 6, RR #2
Carstairs, AB CANADA T0M 0N0

Dear Parents/Guardians:

Custom School Supplies is excited to offer the parents of children planning to attend **Ross Ford School and West Glen School** next year the opportunity to pre-purchase their school supplies. We will purchase, package and deliver all of your children's school supplies for the next year. **As a part of our service, we also provide a sheet of 80 pre-printed labels personalized for your child.** Custom School Supplies has been serving schools and parents in Alberta for over 15 years.

There are a few simple steps to ensure your child will receive quality, standardized brand name products.

- 1) Please visit our website at **www.CustomSchoolSupplies.ca**
- 2) Click on **“Order Now”** and then put in the school code: **DIDSBURY2019**
- 3) You will be able to securely order your child's supplies online. Payment is verified via Paypal. You will be able to pay with a credit card or if you already have a PayPal account you may choose to pay with your PayPal account.
- 4) Paypal will ask you for a shipping address –although your school supplies will be delivered directly to your school, this is one of the verification process PayPal uses when you pay with a credit card. **Please make sure the address you give exactly matches the address where your credit card bill goes to.**
- 5) Your school supplies will be delivered directly to your school, ready for your child when they arrive at school the first day.
- 6) The deadline to complete your order online without penalty is **Friday June 21st, 2019.** Online ordering will still be available after the deadline (until August 1st) but may be subject to a \$10.00 late fee.

THIS IS A VOLUNTARY PROGRAM but one that we are sure will be of value to you and your school as it ensures that students will be provided with quality school supplies that meet the school's exact needs. The supplies will be packaged and **delivered directly to your school** in August before school starts. This will give you one less thing to worry about over the summer and provide you with one less expense in September.

**If you have any questions, please contact
Margi Sayer at Custom School Supplies at 403-801-8338 or email: office@customschoolsupplies.ca**