



# The Staples School Tools Program

Staples makes Back to School efficient, affordable and easier for parents!

To help make Back to School as easy as possible for parents, Staples offers School Tools—complete school supply kits for students containing supplies that have been selected, endorsed and approved by your child’s school principal and/or parent-teacher association as primary choices for the year ahead.

The School Tools Program allows you to view and order the upcoming year’s required supplies list for your child, as specified by their teacher, and is the most efficient way to ensure that your child has all of the core supplies they need on their first day back.

## Why choose Staples School Tools?

- It’s the quickest and easiest way to purchase your child’s teacher-selected items for class
- Guaranteed quality in all products chosen
- Competitive pricing means great value for your money
- **School-year product guarantee** – Enjoy hassle-free product replacement at any store
- Packaged in a Reusable Staples supplies bag

Place your order by \_\_\_\_\_ at [stapleschooltools.ca](http://stapleschooltools.ca) by clicking on the ‘**Place your order here**’ button. Choose the option to purchase 1 or multiples of the same kit, and proceed to find your reference number using the drop down menu, or entering the reference number provided on the next page.

**Visit the local Staples store if you prefer or need assistance to complete your order.**

We trust that you will find this a convenient way to purchase the core supplies that your student’s teacher requires your student to bring to the classroom.



If you have any questions, please visit our website, [staplesschooltools.ca](http://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:

Email Address:

School Name:

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

Option 1 Supplies Kit

Option 2 Supplies Kit

- Kit Option 2 additional items highlighted in light grey

Option 3 Supplies Kit

- Kit Option 3 additional items highlighted in dark grey

Please enter the number at [staplesschooltools.ca](http://staplesschooltools.ca) and select the best Kit Option for you.

All orders must be paid and registered by:

Arrangement to allow you to pick up your kit, or have it delivered have been determined by the school and Staples. Please contact your Staples representative if you have any questions.

Store Name:

Address:

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: