



Highvale Secondary College Uniform Exchange Form

Student Name:	Date:
Parent Name:	Contact No:

All returns/exchanges must be completed within 30 days of original purchase.
Garments must be unworn and in a saleable condition, with tags attached in original packaging.
 Please email 7918-Uniform@schools.vic.edu.au if you have any queries.

Item Returning	Quantity	Size Purchased	Amount Paid
Item Required	Quantity	Size Required	Price
Total Variance			

IF THERE IS A PRICE DIFFERENCE AND YOU NEED TO PAY EXTRA PLEASE COMPLETE PAYMENT PREFERENCE DETAILS BELOW

CREDIT CARD		Please deduct total amount from my credit card		Amount	\$
Card Number		Expiry		CCV	
Card Name		Signature		Contact No.	

CASH	Amount enclosed	\$	
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BPAY	Amount paid	\$	Date Paid	
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	Bill Code: 87361
Reference No: Your family reference (if you do not know this please contact the general office).	
If you are paying by BPay please email 7918-Uniform@schools.vic.edu.au to advise of your payment.	

IF THERE IS A PRICE DIFFERENCE AND YOU ARE OWED MONEY YOU HAVE THE FOLLOWING OPTIONS PLEASE INDICATE PREFERENCE

- Keep credit on uniform shop account for future purchases
- Put credit onto family account for school fees
- Refund to your bank account, please provide bank details :

Account Name		Amount to be refunded	\$
BSB		Account Number	