22-26 Handbridge, Chester CH4 7JE Tel: 01244 680187 Fax: 01244 680797 Email: sales@uniformityclothing.co.uk

Dear Parent

It is with great pleasure that we, Uniformity Clothing Ltd, can now introduce ourselves as your new uniform supplier.

We will continue to supply the same uniform that you are currently purchasing. So, from a sizing point of view, nothing will change.

How to Purchase

You can purchase your uniform from our shop at:

22 – 26 Handbridge, Chester, CH4 7JE

The uniform will be stocked here all year round and will be embroidered and ready for you to take away as and when you call. Our opening times are:

Monday to Thursday - 8.30am to 5pm

Friday - 8.30am to 4.30pm

We will also be open on the following Saturdays

August 5th, 12th, 19th, 26th & September 2nd and 9th 2017. Opening hours will be 9am to 4pm.

Should you find that you are unable to make any of these opening times, you can order online at:

www.uniformityschools.com

with our free delivery to school during term time every Thursday

To help you with ordering the correct sizes online, a sizing set of garments has been sent to the school for your child to try.

Below is a simple guide to using our website:

- 1. Visit <u>www.uniformityschools.com</u>
- 2. Select the **Shop Online** located just underneath our logo.
- 3. Pick Avalon from the list of schools shown.
- 4. Click on either Boys or Girls depending on the uniform you require.
- 5. This will bring the options as per the school policy Winter term, Summer term, Nursery Winter term, Nursery Summer term, Games wear Reception to Year 2 & Games wear Year 3 to 6.
- 6. Once one of the above is selected it will bring up the available garments to buy, select the size required and quantity and add to the Cart.

VAT Registration Number: 142 9450 15 Co. Reg.: 8206172 Director: T J Pace

7. To view your cart, select this which can be found at the top right of the page underneath our telephone number.

8. Choose a shipping option – collect from school, collect from shop or deliver to home address.

9. Checkout – Fill in all required details and the payment information, please make sure the child's full name is given.

10. Once you have pressed submit, a confirmation email will be sent to the address provided.

Delivery Options

Collecting from shop – please allow 2 working days. You will receive a phone call to confirm that your order is ready for collection.

Delivery to home address (a small charge will be applied) – please allow at least 3 working days.

Delivery to school – Orders are delivered to school every Thursday – please make sure you place your order by noon on Tuesday for that week's delivery.

Returns Policy

All goods can be refunded or exchanged provided they have not been worn or washed and can be collected every Thursday from the school. We will issue a full refund or return the exchanged garment once we have received them back from the school and they have been inspected.

To contact our shop: Phone 01244 566486

Email shop@uniformityclothing.co.uk

Fax 01244 680797

We look forward to seeing you soon

Terry Pace

Managing Director

Uniformity Clothing Ltd