



## CAREERS PUBLICATION ORDER FORM

### Organisation / School Details:

Contact Name: \_\_\_\_\_

School / Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Postage Address: \_\_\_\_\_

Town/Suburb: \_\_\_\_\_ State: \_\_\_\_\_

Post Code: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

### Payment Details:

**Please invoice my organisation.** The purchase order number is \_\_\_\_\_

**Please debit my credit card** (check one)  VISA  MasterCard

Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Name on card: \_\_\_\_\_ Signature: \_\_\_\_\_

### Order:

Title	Qty.	Price	Sub total
Job Test		\$ 3.30	
Job – Test Handbook		\$14.95	
Managing Stress – Student Handbook		\$ 2.50	
Study skills		\$ 2.50	
Work Placement/Experience Evaluation		\$ 0.75	
Work Experience Journal		\$ 2.50	
Work Placement Record Booklet		\$ 2.75	
Planning for VCE		\$ 4.70	
Career Counselling		\$ 20.75	
Recording Key Competencies		\$ 2.50	
Get Ready		\$ 44.00	
Beat Bulling with Books		\$ 9.00	
Hands Off		\$ 9.00	
Ready and Able		\$15.00	
So... You're on a Committee!		\$99.00	
		<b>TOTAL</b>	
		<b>POSTAGE</b>	
		<b>ORDER TOTAL</b>	

### Postage and handling Rates (inclusive of GST)

Order Value	VIC	ACT, NSW, SA & Tas	WA, NT & Qld
<\$50.00	\$9.90	\$12.20	\$13.30
>\$50.00	\$12.20	\$15.50	\$17.70
>\$200.00	Price on application		

### Education Centre Gippsland Contact Details

Address: PO Box 249 Warragul 3820 Fax: (03) 5623 4141 Telephone: (03) 5623 6075  
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