



Dear Parent/Guardian,

Subject: 2023 Commemorative Garment Online Ordering

This year Beleza School Uniforms will be moving the commemorative ordering to our online system. If you wish to purchase a garment, please use the following steps below to purchase your student's commemorative garment.

Ordering will only be open **from Wednesday 1st June, 2022 until Thursday 30th June, 2022.**

Do not add any non-commemorative items to your order as those items will be cancelled and refunded. The images on the online store are only a digital edit of what the garment should be expected to look like. Final colours/placement/size may differ slightly. Dispatch will be arranged in line with the timelines communicated with the School.

Direct Link: <https://store.beleza.com.au/335-2023-commemorative-garments>

1. Use the link above to open the page of your School's 2023 Commemorative Garments.
Alternatively, go to store.beleza.com.au and select 'Primary School', your School's name, '2023 Commemorative Garments' folder (look for the graduation cap at the top of the page).
2. Select the garment, size and quantity you would like to purchase and add to cart.
3. Once you have added all commemorative items you would like to purchase, select the shopping cart in the top right corner of your screen.
4. Review your cart and check all items are correct before proceeding.
5. As these items will be delivered to the School directly, you will receive free shipping. Please enter the code 'COMMEMORATIVE2023' in the vouchers section and click add to apply.
6. Next you will need to either create or sign into your account to continue.
7. Select a shipping address, however, please be aware this order will not be delivered to your home and it will be sent to the School directly. This is used for billing purposes only.
8. You must include in the message the student's name who you are purchasing for. This allows us to check with the School for any outstanding orders.
9. The order will automatically be selected for Australia Post, do not deselect as you will not be able to proceed with the order.
10. Check the 'Terms of service' box.



11. Next you will process the payment. Payments are taken through PayPal, however, you do not need an account to continue. Click the PayPal box and please use one of the below options:

- Login with your PayPal account and either pay in full or PayPal also offers a 'Pay in 4' option (four equal repayments interest free).
- If you don't have a PayPal account, you can pay with your card. Select the 'Pay with a Card' button at the bottom of the PayPal window and fill in all required details.

Your order is now complete! You will receive an email of confirmation shortly after purchasing. As it is coming from a business email, please check your junk folder as well.

All further communication will be done directly between Beleza and your School. If you have a question relating to processing the order, payment or incorrect size/quantity/garment ordered, please feel free to call or email us.

Thank you,

Beleza School Uniforms