



**Pittwater House**  
**Parents' Association**

## PHPA Clothing Pool: How To Sell Second Hand Uniform Items

What you need to do:

1. **Launder, iron or dry-clean** all items you wish to sell (Note: please check for grime, stains and remove before submitting)
2. Blazers need to be dry-cleaned
3. Complete this form and include it with your items
4. Drop uniform items with this form to the Clothing Pool
5. Please keep your contact details up to date with the Clothing Pool

What will happen next?

1. Your items will be assessed for saleability, documented and tagged
2. Any items which are dirty, stained or torn will either be considered donations or laundered, ironed or dry-cleaned with the charge being deducted from your payment
3. Items are sold for a fixed price which is approximately half of the new uniform price
4. Once an item has been sold, you will receive 50% of the sold price, the other 50% goes to the PHPA
5. Reimbursements are made to the seller each term if balance owing exceeds \$10.00
6. The PHPA Treasurer will contact you for your bank account details to make the payment

Parents Name: \_\_\_\_\_

Children's Name(s): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Item	Number	Item	Number
Blazers ( <b>Must be dry cleaned</b> )		Dress	
Jumpers		Tunic	
Tracksuit Tops		Girls Blouse	
Tracksuit Bottom		Senior Skirts	
Sports Top		Boys Trousers	
Sports Shorts		Boys Shorts	
Sports Fleece		Boys Shirts	
Rash Vests		Ties	
Backpack		Other Items	
PE Bag		Other Items	

**PHPA Clothing Pool** – Located next to the New Uniform Shop

Open: Tuesday morning 8:00am – 9:15am and Thursday afternoon 2:00pm – 3:15pm

Email: [phpaclothingpool@tphs.nsw.edu.au](mailto:phpaclothingpool@tphs.nsw.edu.au)