



Pittwater House
Parents' Association

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 uniforms 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 after each term if balance owing exceeds \$10
6. The PHPA Treasurer will contact you for your bank account details to make the payment

PHPA Clothing Pool – Located next to the New Uniform Shop

Open: By appointment

Email: phpaclothingpool@tphs.nsw.edu.au