



Pittwater House
Parents' Association

How To Sell Second Hand Uniform Items

The PHPA generates funding to allocate to school improvements through the clothing pool, and is always appreciative of items that are sold, donated and purchased through the clothing pool. There are a number of important requirements to ensure that we are stocking and selling quality merchandise to our school families, as outlined below. We thank you for your support in following these requirements.

What you need to do:

1. **Launder, iron or dry-clean** all items you wish to sell
(Note: please check for grime, marks or stains and remove before submitting)
2. Blazers **need** to be dry-cleaned
3. Please 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, if they are deemed unsuitable for sale they will be donated to Cambodia – unless we are otherwise advised that you would like them returned in the event of them not being appropriate for sale.
2. Any items which are dirty, stained or torn will either be considered donations to Cambodian charity, or if relevant laundered, ironed or dry-cleaned with the charge being deducted from your post sale payment.
3. Items are sold for a fixed price which is approximately half of the new uniform price, these prices are available from the Clothing Pool if you need further information.
4. Once an item has been sold, you will receive 50% of the sale price, with the remaining 50% going to the PHPA.
5. Reimbursements are made to the seller at the end of each term.
6. The PHPA Treasurer will contact you for your bank account details to facilitate payment. You have 30 days to claim your payment otherwise it will be considered a donation.
7. Items older than 18mths that have not sold will be considered a donation.
8. Items that are an older style of uniform, and thus no longer adhere to be sold for school the current uniform policy will be donated to Cambodia.

We are located next to the Uniform Shop opposite South Creek Road carpark entrance.

Open by appointment only on Tuesday mornings 8 – 9:30am and Thursday afternoons 2 – 3:15pm.

To book an appointment visit [online bookings](#).

Enquiries: phpaclothingpool@tphs.nsw.edu.au