



Staples is aware of the pressures and full days that our education professionals face regularly. As a result, we have developed a service that we are introducing to schools everywhere throughout Canada.

Over the years, teachers and parents have requested that we create a service that will simplify the process of purchasing school supplies for students. We listened and have established an easy way to do just that. The program is called Staples School Tools. The merits of such a program are many:

- **For teachers:** All the supplies a teacher needs, wants and trusts for their students – in one convenient location. Our school supply kits contain the items selected by the teacher, categorized as “required” or “recommended” supplies. Having each student equipped with the same quality and correct quantity of supplies, allows the teacher to focus on teaching.
- **For students:** The latest, high-quality school supplies make learning a fun adventure
- **For parents:** Convenience and value delivered direct to your home free of charge, and all kits ship within 2-3 days of ordering. There is no cut-off date to place orders.

### **Staples School Tools is the solution**

We have been in the back-to-school business for 25+ years, and we understand the challenges parents and educators face in preparing students for their return to school. Our goal is to help make it easy for you. Assisted by a dedicated customer service representative from the local Staples store, and through our School Tools website, we create and upload a supply list specific to each class. Our school supplies catalogue includes:

- all the premium brands you know and trust
- all the supplies guaranteed to meet your high-quality standards, backed up by our exclusive school year replacement guarantee
- good, better and best options for all common back to school supplies

Additionally, the full selection of products available on staples.ca can be added to any purchase. There are various shipping options available for School Tools kits. Kits can be delivered directly to the student’s home, shipped to the local store, or delivered directly to the school (with school approval). There are no shipping fees for any delivery method chosen. We have designed our program to be flexible to ensure complete satisfaction for any situation. Your dedicated customer service representative will ensure your specific needs are met and follow up with you as often as required.

If you feel this service may be exactly what you and your school have been looking for, please contact me directly.

I appreciate your time and consideration and look forward to speaking with you soon.

Sincerely,

**Crystal Cavers**

Staples Store MGR: Crystal Cavers

Phone: 306-546-1870

City, Province: Regina, SK

Email: crystal.cavers@staples.ca



## Staples Benefits

Only top brands are selected, based on teachers' choices.

**Free shipping** Packages are delivered direct to home within 2-3 days of ordering!

**Competitive pricing** Our school supplies kits are guaranteed to be the best price and value.

**No cut off date for orders** Parents can purchase their kit at any time through the summer or school year!

**Ability to adjust selections** Items in the kit can be deselected if the student already has it from previous years. Customers can also add items to the list as needed.

**Presence in the community** We are present in your community or near every school in Canada.

**School year product guarantee** Our stores will replace any defective supplies on the spot for the entire school year.

**Teacher Appreciation Program** Teachers can visit [staples.ca/teachers](http://staples.ca/teachers) to join our email program.

**Packaging and shipping fees** Schools located within cities where our stores operate will incur no additional packaging, shipping or administrative fees.

**One-Stop Shop** Not only will you be able to conveniently purchase your kit, but you can add any other back-to-school shopping at the same time!

**Teacher selected/PAC approved** Working closely with teachers and/or representatives of Parent Advisory Councils, we ensure that the right supplies for each student are included in each kit.

**School supplies available all year** Any additional items required may be purchased throughout the year at your local Staples store, at guaranteed low prices.

**Open seven days a week** We are here to assist you seven days a week and are not limited to seasonality.

**Staples Annual Supply Drive** Each year, we raise money to support children in our communities who cannot afford to purchase their own school supplies. Talk with your School Tools representative for details.

**Easy returns** Satisfaction with your kit purchase is guaranteed. Any kit purchased and deemed unnecessary or unsatisfactory, may be refunded.

**Buy More Save More Dynamic Pricing** 5% off kits over \$25 and 10% off kits over \$50, in addition to seasonal promotional offers!