

Order before  
**July 16<sup>th</sup> 2022**



Sherbrooke Academy

## IMPORTANT

**We strongly suggested ordering on-line  
and home delivery.**

### How to order :

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- 1- Complete the order form. Please include all of your contact information. Then mail the order form to **2891, DU MEUNIER STREET, VAUDREUIL-DORION, QC J7V 8P2** or fax it to **450-455-0301**. Don't forget to include your credit card number with the expiry date.
- 2- Order direct online in <http://scolaire.editionsv.qc.ca>; and choose only the desired items by simply indicating the quantity required for each item on your list. The access codes appear on the back of this letter. You can use your credit card on our secure site in conjunction with PayPal. **OUR ONLINE SITE WILL BE ACTIVE AS OF JUNE 25TH ONLY.**
- 3- Please note that due to high volume, **WE DO NOT TAKE ORDERS BY PHONE.**
- 4- Please do not wait until last minute, order early to make sure you have all your school supplies for back to school. **PLEASE NOTE THAT ITEMS ON ORDERS RECEIVED AFTER THE DEADLINE RUN THE RISK OF BEING TEMPORARILY OUT OF STOCK. IT IS THEREFORE POSSIBLE THAT YOUR ORDER WON'T BE READY BEFORE SCHOOL STARTS.**
- 5- A handling fee of \$5.00 is now applied for the preparation of an order.

### Payment Method

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- 1- In order to avoid delays, please send your cheque promptly if you decide to pay by cheque. **PLEASE NOTE THAT NO POSTDATED CHEQUES WILL BE ACCEPTED.** Your order will only be processed once your cheque has been cashed.
- 2- By credit card, simply enter your credit card number with the expiration date on your order form or pay directly online.

### Delivery :

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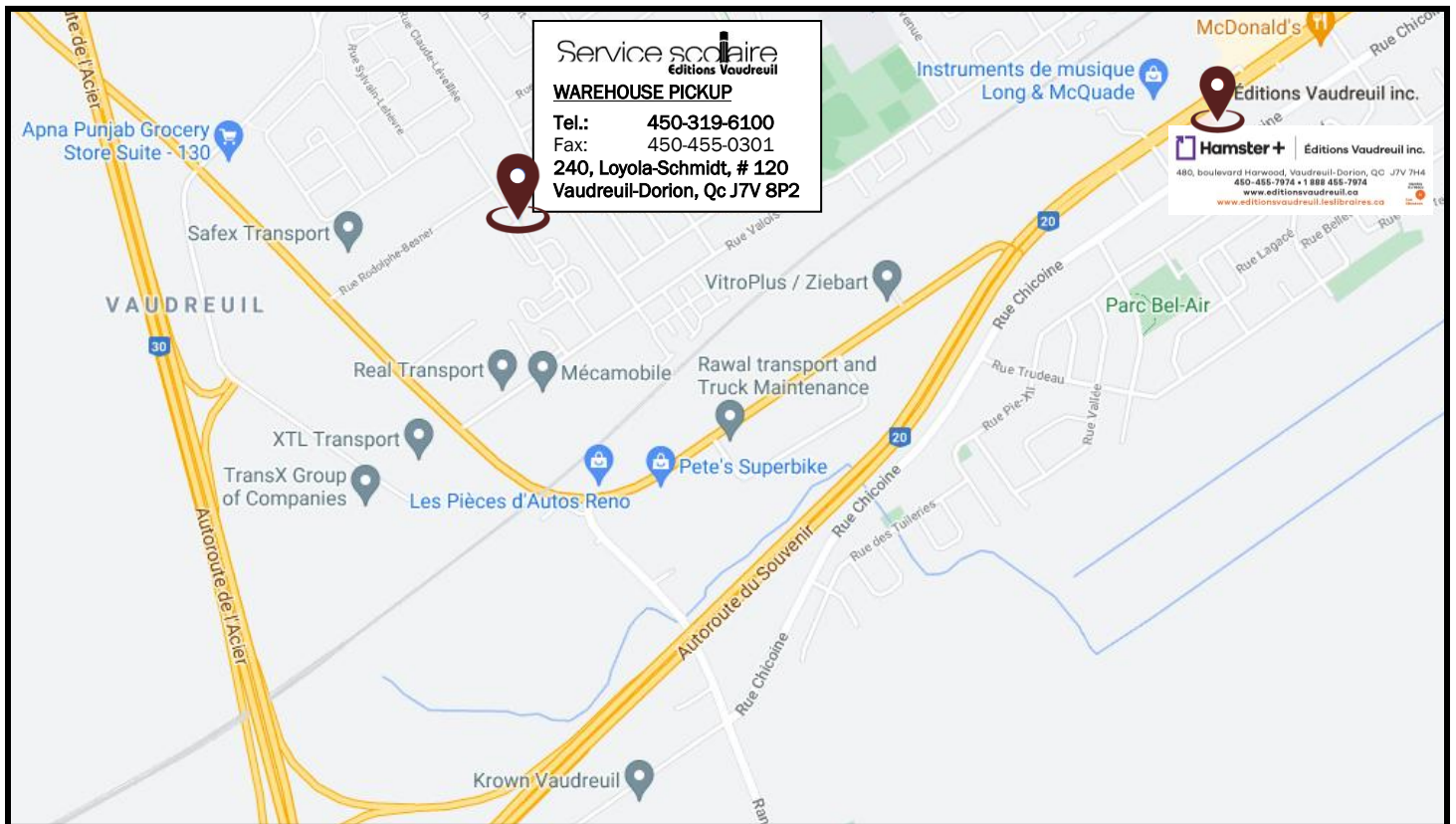
- 1- Directly to your home: The order must be pre-paid by cheque or credit card to use this option. You have a choice between Canada Post or Purolator. Please note that if you select Canada Post, they will leave a card to pick up the parcel at the nearest post office. For Purolator option, please ensure that there will be someone at the delivery address that can sign for the order. An email will be sent to you as soon your package leaves our warehouse with a tracking number to track your shipment.
- 2- Pick-up at school: To take advantage of this option, your order must be received before August 1<sup>st</sup>.
- 3- **SCHOOL PICK-UP WILL BE MONDAY, AUGUST 15, FROM 3:00 TO 6:00 P.M. AT THE SENIOR CAMPUS, 313 WINDERMERE ROAD.**
- 4- Pick-up at the warehouse: Our warehouse is located at 240, Loyola-Schmidt, Suite #120, Vaudreuil-Dorion, J7V 8P2 (see map on back). You can pay for orders by cash, debit or credit card when picking them up. Please note that since the warehouse is not a store, it is not possible to add items to your order at time of pick-up. Our store situated at 480 Harwood Blvd, Vaudreuil-Dorion (see map on back) is 2 minutes from the warehouse and you are welcome to shop there for any extra or last-minute items. **PLEASE WAIT FOR CONFIRMATION THAT YOUR ORDER IS READY BEFORE COMING TO THE WAREHOUSE. A REPRESENTATIVE WILL BE CONTACT WITH YOU WHEN YOUR ORDER IS COMPLETED.**
- 5- **PLEASE NOTE THAT NO ORDERS WILL BE SENT TO SCHOOL AFTER SCHEDULED DATE OF SCHOOL PICK-UP.** For late orders, you will need to either come to our warehouse to take possession of your order or choose home delivery (shipping charge applies).

### Return Policy

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- 1- **NO RETURN WILL BE ACCEPTED. THE ONLY RETURNS WE ACCEPT ARE DAMAGED OR DEFECTIVE ITEMS.**

## How to get there



### Access Codes 2022

Grade 3: **22sas-p3**  
Grade 4: **22sas-p4**  
Grade 5: **22sas-p5**  
Grade 6: **22sas-p6**

### Opening Hours

(Pick-up at the warehouse only – please wait for our confirmation before coming)

#### From July 4<sup>th</sup> to July 17<sup>th</sup>

Monday	9:00 a.m. to 5:00 p.m.
Tuesday	9:00 a.m. to 5:00 p.m.
Wednesday	9:00 a.m. to 5:00 p.m.
Thursday	9:00 a.m. to 5:00 p.m.
Friday	9:00 a.m. to 5:00 p.m.
Saturday	10:00 a.m. to 2:00 p.m.
Sunday	CLOSED

#### From July 18<sup>th</sup> to August 29<sup>th</sup>

Monday	9:00 a.m. to 5:00 p.m.
Tuesday	9:00 a.m. to 5:00 p.m.
Wednesday	9:00 a.m. to 5:00 p.m.
Thursday	9:00 a.m. to 9:00 p.m.
Friday	9:00 a.m. to 9:00 p.m.
Saturday	10:00 a.m. to 5:00 p.m.
Sunday	11:00 a.m. to 5:00 p.m.

## To reach us

Martine Riverin, Manager

Email: [scolaire@editionsv.qc.ca](mailto:scolaire@editionsv.qc.ca)

Customer Service: **450-319-6100**

Fax: 450-455-0301

[www.editionsvaudreuil.ca](http://www.editionsvaudreuil.ca)

**New warehouse address**

**240, Loyola-Schmidt, Suite #120**  
**Vaudreuil-Dorion, J7V 8P2**

Store address (for extra or last-minute items)

480 Harwood Blvd, Vaudreuil-Dorion, J7V 7H4