Dear TRT,

TRT’s working through the Tea Tree Gully TRT Booking Scheme are requested to have their own name badge which they will use at every school they are working in.

You can order your badge through us by simply filling in the order form.

The cost of the badge is $10.00 (GST inclusive), which will cover the cost of the badge, setting up costs and processing costs.

Money must accompany the order and we request a self addressed, $2.00 stamped envelope so we can post your badge to you when it is produced. Please do not send cash in the post.

The badge will include the DECD logo, the wording “Department Education and Child Development” and your name.

If you are applying for a name badge separately to lodging an application to go on the scheme, please send a copy of your authority to teach with this form for identification purposes. Please do not send cash in the post.

Yours sincerely,
Leanne Trewartha

NAME BADGE ORDER FORM

☐ I WISH TO ORDER A PIN NAME BADGE. ($10.00 plus P & H)
☐ I WISH TO ORDER A MAGNETIC NAME BADGE. ($10.00 plus P & H)

THE NAME TO APPEAR ON THE BADGE IS

........................................................................................................................................................................
(PLEASE clearly print in upper case)

☐ I HAVE INCLUDED $10.00 (GST incl) AND A $2.00 STAMPED, SELF ADDRESSED ENVELOPE

Signature:.........................................................

Contact Phone Number:......................

Address:............................................................................................................................
...................................................................................................................................................... Post Code....................

Make cheques payable to:
“ST AGNES PRIMARY SCHOOL”