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 **Aberdeen University Students’ Association**

**Butchart Gallery, University Road**

**Old Aberdeen, AB24 3UT**

**bookshop@abdn.ac.uk** **01224 273779**

Please write in BLOCK CAPITALS.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Terms and Conditions of the Bookshop

1. 35% of the sale price will be deducted from the sale of all items:
30% of which will go to charities, groups and projects in Aberdeen and Aberdeenshire supported by the Aberdeen University Students’ Association Charities, 5% of the price will be used for sustaining and improving the bookshop and the rest 65% will be given to the customer.
2. We will aim to email owners to inform them of the sale of their items within two weeks, excluding holidays.
3. Money unclaimed 6 months after the email was sent will be treated as having been donated to the AUSA Charities.
4. Items not sold or withdrawn after one calendar year will be treated as having been donated.
5. It is the customer’s responsibility to ensure that their contact details are up-to-date.
6. V.A.T will be added to the sale of all CDs and DVDs.
7. We reserve the right to refuse custom.
8. All items are left at the owner’s risk. This Includes theft, loss and damage.
9. We reserve the right to change these conditions without notification.

I the undersigned have read, understood and accept the above conditions:

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Please tick here if you would not like to receive occasional informative emails about Bookends

You will receive an electronic receipt of this form including a complete list of books/DVDs/CDs submitted.

Aberdeen University Students’ Association is a registered charity in Scotland, No. SC037971.

**For Office Use Only**

The books were received by date:

 stickered by date:

I the undersigned acknowledge the **withdrawal** of: (code)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: Volunteer:

Date: Date:

I the undersigned acknowledge the **withdrawal** of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: Volunteer:

Date: Date:

Please write in **BLOCK CAPITALS**.

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| Title, Author, Edition | Price | **For Office Use** |
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If you require more space, please ask a BookEnds volunteer for an additional form.