

## **PURCHASING ITEMS FROM THE NEARLY NEW SHOP**

- Please complete an [Item Request Form](#).
- You **MUST** then contact us for an appointment via email at [guildshop@bedfordschool.org.uk](mailto:guildshop@bedfordschool.org.uk), attaching a copy of your Item Request Form.
- You will be sent an email with the time of your appointment.
- Security will be given your name and the time of your appointment. On arrival, they will direct you to a parking space.
- There will be a gazebo and table outside the shop. If someone is already being served, please let them finish before going over to the shop for your appointment.
- You must not go further into the school.
- Where possible, our parent volunteers will pre-pick your order. If you require any additional or different items, our volunteers will select these when you are being served.
- Please note, we may not always have a particular item or size in stock at the time of your request.
- Please bring your own carrier bag when visiting the shop to purchase items.
- At the present time, we are not able to exchange items after you have taken them away. If you are not sure what size you require, we recommend you bring in another item in the correct size as a guide before you leave the shop.

### **HOW TO PAY**

We are only accepting payments by **card or BACS transfer, to the account of the Parents' Guild. Account details will be communicated to you if you require them.**

[\*\*CLICK HERE TO RETURN TO NEARLY NEW SHOP WEBPAGE\*\*](#)