KSC PFA - Second-hand Book Sale - FAQ



When: **9:30** – 11:00 am (unless sold out prior) **Saturday 5 December 2026**

Where: Koonung Secondary College, **Building A**

What books can be sold?

- **Only** those books on this year's list of ***Textbooks Accepted for Sale***. We can only sell books that are the current edition and those that are part of the 2027 KSC curriculum. Suppling books that are not on the list makes more work for the volunteers. If a book was on last year's list and doesn't appear on this list, it usually means that it has been replaced by a later edition.
- We can **only sell the print versions of a book.** Some e-books and digital resources can be reactivated, some can be purchased separately, some digital components are not essential. It varies according to how the publisher has set up access and how the book is used at school**.** We try to adjust the recommended price accordingly. Digital reactivation codes have been deducted from cost base sale price. Buyers and sellers should take this into consideration. We aim to sell books at a fair price to both seller and buyer.
- Workbooks or activity books can only be sold if there is minimal or no markings.
- Books with **excessive highlighting or notes** will be marked down or declined.

How much can I sell my books for?

- You can price your books as you wish. Lower prices will sell faster. We recommend 75% of the recommended retail price of new books (excluding any e-book license fee) in excellent condition and 50% for good condition. You can choose to accept less or more. However, if deemed absolutely necessary, prices may be adjusted by the sale coordinators.
- You **must submit both** the ***Textbook Submission*** **form** and the ***Payment Instruction*** **form** with your books. You must supply your books bagged, with **both of the forms inside the bag**. If you have more than one bag, you need to provide a completed submission and payment form for each bag. Without these forms we are unable to forward payment or return unsold books to you. Any books or proceeds received from the sale of books submitted without forms will go to the PFA.

When do I bring books to school?

- Students can take books to the Building A on Friday 4 December between 9:30 am – 12:00 noon.
- Prior to this date, from the Wednesday before the sale day, books may be left in a bag at the General Office **with both** the ***Textbook Submission*** and ***Payment Instruction*** **forms.**
- Middle years classes will be allocated time on Friday to drop books off.

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- **Important:** Please **do not forget to have paperwork completed** (**both** the ***Textbook Submission*** and ***Payment Instruction*** Any books or proceeds received from the sale of books submitted without forms will go to the PFA. forms).

Will I still need my books for class?

No. All teachers are aware that books need to be submitted on this day and the book sale is timed so that it is after the books are needed.

How do I buy books?

Attend the book sale on Saturday 5 December.

All sales are via EFTPOS. We cannot accept cash payments.

Volunteers get to attend a pre-sale. If you wish to volunteer, sign up here:
www.volunteersignup.org/3MWMY

What happens to any of my books that aren't sold?

- If you want unsold books returned to you, tick the box on the form to indicate this. Unsold books will be available for collection from P1 (portable on the oval) during the following times:
  - 3:00 pm – 3:30 pm Monday, 7 December
  - 3:00 pm – 3:30 pm Wednesday, 9 December
  - 8:30 am – 9:30 am Friday, 11 December
- Any unsold books not collected by Friday 11 December will become the property of PFA.
- Please ensure you have written your email address clearly on the Textbook Submission form, so we can try to contact you, if you have unsold books to collect.

How do I receive the payment for books that are sold?

- Payment will be deposited into your nominated Australian bank account. The payment instruction form must be completed (please print clearly!) and submitted with the books you hope to sell. **Payment will take a few weeks to process** and you won't be notified. Just check your nominated bank account from time to time.
- The Parents and Friends Association will retain 25% of all sale proceeds to benefit the school.

If you have any problems or queries, please contact:

- email: booksale@koonung.vic.edu.au

