



Order Form

NQS: The Complete System of Policies, Procedures and Forms.

Complete, scan and email to info@childcarebydesign.com.au

Contact Person: _____

Organisation: _____

Address: _____ Postcode: _____

Telephone: _____ Fax: _____

Email: _____

Complete the table below:

Item	Cost per set (Incl GST) \$	QTY	Total Cost \$
Complete System of Policies, Procedures and Forms	750.00		
Complete System of Policies, Procedures and Forms – 2 to 5 sets	600.00		
The Complete System of Policies, Procedures and Forms – 6 or more sets	525.00		
If a CD Set is requested, the cost is \$8.05 (incl. GST) per set. Postage and handling also included.			
No additional cost if documents are provided by Dropbox only.			
Credit Card Fee (if applicable) is \$2.50			
	TOTAL COST		

Purchase Agreement

NQS: The Complete System of Policies, Procedures and Forms.

I/We understand and agree that use of these policies, procedures and forms, or any part thereof, is limited to the single service for which they were purchased. The contents are not to be copied or reproduced for other services, nor should the author's name and copyright details be removed.

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I/We understand and acknowledge that once purchased, I/we take responsibility for managing any updates to policies, procedures and forms and as when changes to legislation requiring updates occur. Further, I/we understand maintaining up to date policies is a legislative requirement.

Tip: The policies contain links which are current at the time of your purchase. However, these links can change, and it is your responsibility to maintain them. If a link does not work, cut and paste the reference and Google it. Most times, the new link will come up and/or the latest publication will be located.

The procedures and protocols for reporting child protection incidents vary across states. Our policy, procedures and forms are generic and will require you to make simple adjustments for each state.

The purchaser _____ agrees at the time of purchase that this product is for
single/multiple service use at (list all services by name)

Signed: _____ Date: _____

For (name of service/s): _____

Payment Options:

1. **Visa** **MasterCard** Name on card: _____

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2. **Invoice and pay by Direct Deposit:** Yes