



Dear Parents:

For the upcoming school year, **Staples** has come up with a new and better way to help streamline the process of allowing parents to prepare and ready their child for their return to school in the fall.

By implementing the changes we have made to our **Staples School Tools** program, we feel we have not only provided parents with direct access to the school supplies your child will need for the 2020-21 school year but also the convenience to do so from the comfort of your own home in what truly are unprecedented times for us all. You'll save time, money and have exactly what you need to give your child the best start possible come next fall.

How do you start?

- [Go to Staples.ca/SchoolTools](https://www.staples.ca/SchoolTools)
- [Find/select your child's school, classroom and/or grade](#)
- [Order your child's supply list when it appears](#)
- [Select free delivery with your order and it'll ship directly to your home within 2-3 days](#)

One of the biggest changes we have made to the program this year will be allowing parents to remove items from their child's list, should they already have certain items leftover from the previous year. Also, should you wish to include additional quantities from the list or other Back to School items from our website for home use, you can do that as well prior to checkout.

As an added bonus, all purchases over a certain threshold, will receive an extra discount at the time of purchase on all non-electronic items. Any list purchased over the \$25 mark will receive a 5% discount on school supplies and lists that top the \$50 mark get an extra 10% off. Not only will you spend less but you are also covered with a full quality guarantee and replacement on all supplies purchased (\*\*excluding electronics\*\*)

Should you wish to purchase a supply kit in-person, we can certainly help with that but please realize due to the COVID-19 pandemic restrictions, there will be longer wait times involved. You also have the option to order online and request delivery to the store for pick-up. Should you have any questions about the program, please feel free to reach out to me at your convenience and I'll do my very best to get back to you in short order.

Sincerely,

**Rob Soria**  
**General Manager**  
**Staple Clareview**  
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\*program begins online as of June 22, 2020