Information Sheet

- The book club is run by the library. Please speak to a member of the library team if you need assistance.
  - Maggie Chen – assistance for Chinese language speakers
  - Emma Crofts – assistance with technical queries in English
  - Marina Guedmadingar – assistance for French language speakers

For queries please email – library@tes.tp.edu.tw

Link to Taipei European School Scholastic Book Club
http://world-shop.scholastic.co.uk/schools/taipei-euro
Instructions for Ordering

1. Follow the link to the TES Scholastic page.
2. Register for an account.
3. Search for books and add them to your basket
4. Once you have finished choosing your items, go to your basket and click Check Out.
   
   *NB. Please be advised that items cannot be changed or added once you have paid. Please make sure you are happy with your order before paying.*

5. You will be asked to provide your child’s name and class so that your items can be given to them on delivery to the school. Please ensure that you put your child’s full name and class (Ex. John Smith BS Year 6.2). If you have more than one child at the school, please use the name and class of your oldest child.

6. Continue through to Payment. The prices are in USD and you will be charged in USD. You can only pay by card. We are not accepting cash or paper orders.

7. Complete your purchase. Your items will be delivered to the school after the closing date. They will be distributed to students during their library lesson.

*Please note that sometimes items are not delivered because they are out of stock when the orders are put together for shipping. If you order something and it does not arrive, it is because it was not available. You will not be charged for items that do not arrive.*