



WOLLONGONG
UNDERGRADUATE
STUDENTS'
ASSOCIATION

Bookbank – Policy

Privacy Statement

UOW and WUSA are committed to protecting your privacy. In order to provide you with the Bookbank service, we will collect your personal information for contact and remuneration purposes only. If you have any concerns or would like to know what information WUSA holds about you please contact WUSA staff on (02) 42214201 or UOW Privacy Officer on (02) 42214368. You may also view the UOW Privacy Policy at www.uow.edu.au/about/privacy for further information about Privacy.

Details

We collect mailing address and email address. The onus is on the individual to ensure these details remain current. WUSA does not have access to SOLS, to update records students must either attend the WUSA front office or email the Book bank Manager at wusabookbank@gmail.com. Individuals must provide UOW email account details on Consignee Information.

Ownership

All books left with WUSA book bank remain the property of the student leaving them. The owner may collect their books at any time subject to availability.

Donating Books

Every effort is taken to ensure books are current course textbooks at the time of consignment, should it be found after this time that the books are no longer current, WUSA reserves the right to donate the books to the ALUMNI. Prior to donating books that have been held at the book bank less than two years, WUSA will endeavor to contact the owner by the means left at the time of consignment. If WUSA is unable to contact the owner, books will be donated.

Books that have not sold after two years will automatically be donated without further correspondence with the owner.

Pricing

For books in very good condition, we set the sale price to 62.5% of the current retail price. Price can be affected by condition and inclusions.

Condition

A three-tier system is used where books are classified to be either excellent, average or poor condition. For each tier below excellent, 7.5% is taken off the sale price.

Inclusions

Where a textbook contains a CD and that CD is missing \$10.00 is taken off the sale price. Where a textbook contains two (2) CD's and both are missing, \$12.00 is taken off the sale price.

Commission rates

We are taking a flat 15% commission inclusive of GST.

Payments

No up-front payments are made to consignees. Payments are remitted once a book has sold. The payment will be processed on the last day of the month, of the month the book is sold. All payments to consignees are made by 'not negotiable' cheque. Cheques must be deposited into the bank account of the payee. Cheques can be collected from the WUSA front office after consignee receives email advising the cheque is ready for collection.

Payments to international students

If individual is departing Australia after consignment contract the individual must agree to the following payment terms.

Option 1:

Individual to provide contact details of a person eligible to collect a \$AUD cheque upon the sale of consigned stock from the WUSA office.

Option 2:

Individual to provide international postal address and pay \$AUD20.00 International cheque issuing fee deducted from sum returned from the sale of consigned textbooks.