

Garment Order and Deduction Form

Section 1. Employee to complete

Employee Details	
Employee Number	Employee Name
Work Area	Role
Area of work	
Administration	<input type="checkbox"/> Finance/HR/IT <input type="checkbox"/> Building & Facilities/Resident Services <input type="checkbox"/> Executive & Support
Community Living	<input type="checkbox"/> Care <input type="checkbox"/> Admin & Support
Hospitality Services	<input type="checkbox"/> Cleaning <input type="checkbox"/> Food Services <input type="checkbox"/> Laundry
Care Services	<input type="checkbox"/> Kingia - K <input type="checkbox"/> Waminda <input type="checkbox"/> Kingia - Admin <input type="checkbox"/> Waminda - Admin <input type="checkbox"/> Tandara - T <input type="checkbox"/> Ningana <input type="checkbox"/> Tandara - Admin <input type="checkbox"/> Ningana - Admin
Garment Supplier	Most items supplied by Uniforms at Work Website is https://www.uniformsatwork.com.au/ Order garments by completing the details on the table on the reverse side of this form
Payroll Deduction	<input type="checkbox"/> Deduct full amount <u>or</u> <input type="checkbox"/> Fortnightly deduction Please note the minimum deduction is \$18.50 per pay: Amount \$ _____
Employee Declaration and Acknowledgement	By signing this request, I acknowledge that: <ul style="list-style-type: none"> I authorise deductions from my pay for items purchased on credit from Uniforms@work. I understand that these credit purchases will be recorded and an invoice will be sent by Uniforms@work to SwanCare. I understand that if I cease employment with SwanCare after ordering garments that I will still be liable for any unpaid amounts owing at that time.
Employee Signature	Date

Section 2. People and Culture to complete

People and Culture	
Garment Ordered Date:	Garment Issued Date
Garment/s ordered by:	
Notes	_____

Payroll	
Total Amount to Repay	Deduction Entered Date
Notes	_____

Important notes:

- Only select garments from the area or role applicable to you
- Double check your sizes are correct before you submit your order – If you are unsure please go to supplier to try on garment

■ Ladies
 ■ Men's
 ■ Unisex

Prices include SwanCare Logo and GST

Code	Item	Sizes	Price	Colours	Size	Qty
Scrubs - Care Staff						
CST942LS	Ladies Round Neck Scrub <u>Top</u>	XXS, XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$61.25	Charcoal		
				Black		
				Midnight Navy		
				Navy		
				Electric Blue		
CSP944LL	Ladies Multi-Pocket Scrub <u>Pant</u> <i>(to match with CST942LS)</i>	S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$59.70	Charcoal		
				Black		
				Midnight Navy		
				Navy		
				Electric Blue		
CST945MS	Men's V-Neck Scrub <u>Top</u>	XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$61.25	Charcoal		
				Black		
				Midnight Navy		
				Navy		
				Electric Blue		
CSP946ML	Men's Multi-Pocket Scrub <u>Pant</u> <i>(to match with CST945MS)</i>	XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$59.70	Charcoal		
				Black		
				Midnight Navy		
				Navy		
				Electric Blue		
H10612	Unisex Classic Scrub <u>Top</u>	XS, S, M, L, XL, 2XL, 3XL	\$37.55	Black		
				Navy		
				Royal		
H10610	Unisex Cargo Scrub <u>Pant</u> <i>(to match with H10612)</i>	XS, S, M, L, XL, 2XL, 3XL, 5XL	\$31.40	Mid Blue		
				Royal		
				Navy		
				Black		
				Pewter		
2280	Ladies Tunic Scrub <u>Top</u>	4, 6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26, 28, 30	\$70.15	Teal		
				Royal		
				Navy		
				Charcoal		
CATRFR	Unisex Warlu Indigenous Scrub <u>Top</u>	XXS, XS, S, M, L, XL, 2XL, 3XL, 4XL	\$41.10	Multi		

Registered and Enrolled Nurse						
2310	Ladies Endeavour Polo	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$34.83	Pacific Blue/White		
1310	Men's Endeavour Polo	S, M, L, XL, 2XL, 3XL, 5XL	\$34.83	Pacific Blue/White		
2230	Ladies City Health Active	XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$64.15	Royal		
2192	Ladies Drift Print Blouse	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26, 28, 30	\$82.15	Blue		
SH112	Men's Chambray Long	XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$52.35	Indigo		
SH113	Men's Chambray Short	XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$51.35	Indigo		
Assistant in Nursing, Social Engagement Assistant, Physiotherapy Assistant, Home Care						
2310	Ladies Endeavour Polo	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$34.83	Navy/White		
1310	Men's Endeavour Polo	S, M, L, XL, 2XL, 3XL, 5XL	\$34.83	Navy/White		
2230	Ladies City Health Active	XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$64.15	Navy		
2192	Ladies Drift Print Blouse	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26, 28, 30	\$82.15	Navy		
SH112	Men's Chambray Long	XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$52.35	Indigo		
SH113	Men's Chambray Short	XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$51.35	Indigo		
Housekeeping Services						
2310	Ladies Endeavour Polo	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$34.83	Silver/White		
1310	Men's Endeavour Polo	S, M, L, XL, 2XL, 3XL, 5XL	\$34.83	Silver/White		
LB3600	Ladies Oasis Blouse 3/4 Sleeve	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$54.65	Charcoal		
Hospitality Services						
Residential Hospitality and Housekeeping						
2310	Ladies Endeavour Polo	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$34.83	White/Navy		
1310	Men's Endeavour Polo	S, M, L, XL, 2XL, 3XL, 5XL	\$34.83	White/Navy		
LB3600	Ladies Oasis Blouse 3/4 Sleeve	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$54.65	White		
LB3601	Ladies Oasis Blouse Short Sleeve	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$53.55	White		
Commercial Hospitality						
2306	Ladies Keira Polo	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$34.83	Black		
1306	Men's Keira Polo	S, M, L, XL, 2XL, 3XL, 5XL	\$34.83	Black		
SH3603	Men's Oasis Short	S, M, L, XL, 2XL, 3XL, 5XL	\$53.55	Black		
LB3600	Ladies Oasis Blouse 3/4 Sleeve	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$54.65	Black		
LB3601	Ladies Oasis Blouse Short Sleeve	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$53.55	Black		

Chef Garments						
5CJ	Men's Chef Jacket Long	2XS, XS, S, M, L, XL, 2XL, 3XL, 4XL	\$51.15	Black		
				White		
5CJ1	Ladies Chef Jacket Long	6, 8, 10, 12, 14, 16, 18, 20, 22, 24	\$51.15	White		
5CJ2	Men's Chef Jacket Short	2XS, XS, S, M, L, XL, 2XL, 3XL, 4XL	\$49.15	Black		
				White		
5CJ21	Ladies Chef Jacket Short	6, 8, 10, 12, 14, 16, 18, 20, 22, 24	\$49.15	Black		
				White		
5CVS	Men's Vented Chef Jacket Short	2XS, XS, S, M, L, XL, 2XL, 3XL, 4XL	\$57.15	White		
Office/ Administration						
2310	Ladies Endeavour Polo	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$34.83	Black/White		
				Navy/White		
1310	Men's Endeavour Polo	S, M, L, XL, 2XL, 3XL, 5XL	\$34.83	Black/White		
				Navy/White		
LB3600	Ladies Oasis Blouse 3/4 Sleeve	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$54.65	Electric Blue		
2192	Ladies Drift Print Blouse	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26, 28, 30	\$82.15	Navy		
SH112	Men's Chambray Long	XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$52.35	Indigo		
SH113	Men's Chambray Short	XS, S, M, L, XL, 2XL, 3XL, 4XL, 5XL	\$51.35	Indigo		
Universal Items						
2512	Ladies Selwyn Jacket	8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$55.17	Black		
				Navy		
1512	Men's Selwyn Jacket	S, M, L, XL, 2XL, 3XL, 5XL, 6XL, 7XL, 8XL	\$55.17	Black		
				Navy		
2529	Ladies Selwyn Vest	6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$48.61	Black		
				Navy		
1529	Men's Selwyn Vest	S, M, L, XL, 2XL, 3XL, 5XL, 7XL	\$48.61	Black		
				Navy		
2513	Ladies Olympus Jacket	8, 10, 12, 14, 16, 18, 20, 22, 24, 26	\$76.35	Navy		
				Black		
1513	Men's Olympus Jacket	S, M, L, XL, 2XL, 3XL, 5XL, 6XL, 7XL, 8XL	\$76.35	Navy		
				Black		
BS506L	Ladies Stella (Mid Fit) Pant	8, 10, 12, 14, 16, 18, 20	\$62.40	Black		
BS507L	Ladies Kate (Slim Fit) Pant	4, 6, 8, 10, 12, 14, 16	\$62.40	Black		
BS508L	Ladies Eve (Curvy Fit) Pant	10, 12, 14, 16, 18, 20, 22, 24, 26	\$62.40	Black		
BS724M	Men's Lawson Chino	72, 77, 82, 87, 92, 97, 102, 107, 112, 117, 122, 127	\$51.40	Navy		
				Black		
BS720M	Men's Classic Slim Pant	72, 77, 82, 87, 92, 97, 102	\$68.80	Navy		
				Black		