



## School Supply Packet Ordering from Louisiana Office Supply Co. Instructions

Place your order and the packs are labeled with your child's name and are delivered to FLAIM for pick up on Meet the Teacher Day. The packs include all supplies (even socks for 2<sup>nd</sup> grade) on your list except book bags and books. The supply fee is paid separately to the school. The supply packs can be purchased online or by phone, or in person starting May 22 – ending July 16<sup>th</sup>.

After July 16<sup>th</sup>, packs must be ordered by phone and picked up at our store.

Call: 927-1110 (quickest) or Stop in Louisiana Office Supply Co. at 7643 Florida Blvd.

Monday – Friday – 8am to 5 pm *(Great Selection of Jansport Backpacks 20% off)*

Or Order Online: go to **ORDER.LOSCO.COM** (no www)

between 6 am and 9:00 pm (M-F), 24 hours Saturday & Sunday

**USER NAME: FLAIM PASSWORD: supplies – Password is Case Sensitive**

*Look at the Cart Count (top right), if any items are in the cart, log out and use one of the alternative usernames. Alternate Usernames FLAIM1, FLAIM2, FLAIM3 or FLAIM4 - password is supplies on all.*

**VIEW CART** & make sure it does not include previously abandoned items before starting your order.

2 people can be in the site using the same username at the same time.

*(it happens to each school once or twice each summer)*

**Go** to Favorites at the very top, second from right and choose All Grades

The packs are in numeric/alphabetic order so Kindergarten is last.

### Pack Prices are Before Tax

| Pack SKU  | Price Before Tax       | Pack SKU | Price Before Tax | Pack SKU | Price Before Tax |
|-----------|------------------------|----------|------------------|----------|------------------|
| FLAIMPKB  | \$70.00                | FLAIMKBM | \$78.00          | FLAIM3B  | \$80.00          |
| FLAMIKG   | \$70.00                | FLAIMKGM | \$78.00          | FLAIM3G  | \$80.00          |
| FLAIMKB   | \$75.00                | FLAIM1B  | \$85.00          | FLAIM4   | \$100.00         |
| FLAIMKG   | \$75.00                | FLAIM1G  | \$85.00          | FLAIM5   | \$70.00          |
| <b>*M</b> | <b>is for Mandarin</b> | FLAIM2   | \$90.00          | FLAIM5M  | \$73.00          |

**If you have multiple children, enter their names in the comments field after each pack item**

**View Cart** and make sure it does not include previously abandoned items before checking out.

**CLICK** Checkout

**Enter** Your Name, Daytime Phone Number, Email Address and Zip Code

**Enter** First Name & Grade (squeeze in as much as you can for multiple children) & Last Name

**ENTER** payment information – Choose card type. American Express does not work with the school's ship to address, if you want to use AMEX, please call in your order.

Cards will be charged on or the day after you place your order, if you need a special date to charge out your order, please call in your order, we can make notes on your order.

**Press** the [Blue Add Your Card Button](#)

Do not abandon your cart after entering your credit card info!

**CLICK** – [Update Changes](#) **CLICK** – [Place Order](#)

You will be given a Reference number once your order is submitted. Print or Screen Shot this page.

You will not automatically receive a confirmation email.

**Classroom Supply Fees are due to your child's classroom**