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May 21, 2010

Dear Crestwood Preparatory College Students and Parents:

On behalf of Alpha Textbooks Inc I would like to take this opportunity to tell you about the textbook ordering procedure for the upcoming 2010/11 school year.

- 1) Books will be available for purchase via our easy-to-use website **www.alphatextbooks.com** or at our store 3709 Chesswood Dr. (Sheppard & Allen Rd.).
- 2) Your **official book list** for 2010 is available at **www.alphatextbooks.com**. To order from our website all you do is click on "**Students Order Here**" and then pick your school's name and your grade for the upcoming 2010-2011 school year. If you cannot order over the Internet or visit us in person please give us a call and we can fax you an order form that can be faxed or mailed back to us.
- 3) We offer **Free Delivery** to all students who place their order before July 15, 2010. This will be provided to locations throughout Ontario (i.e. to your home or office) on all orders over \$299. All other orders are subject to a \$12.00 delivery charge.
- 4) All book orders **must be paid for in full at time of order** - either securely on our website or via fax with Visa or MasterCard or in person with a credit card, debit card or cash.
- 5) Books may be returned for a full refund up to September 29, 2010. Books must be returned in the same condition in which they were purchased. **Do not** write your name in your book until you are sure you are keeping the book. Books returned after September 29 may be subject to a restocking fee.
- 6) For those that cannot return your used books to us in June **we will buy** your used books for cash or credit at our store during regular business hours.
- 7) Alpha Textbooks is now selling **School Supplies**. We are stocking a full line of Buffalo School Supplies, a brand that is known across North America for their high quality craftsmanship. For every order of textbooks over \$200 you will **save 20%** on your School Supplies shopping this year. Check out our website or visit us in person.

At Alpha Textbooks it is our goal, in co-operation with Crestwood Preparatory College, to ensure that your book buying experience is pleasant and efficient. Accordingly, should you have any questions or concerns please do not hesitate to contact us directly.

Sincerely,

Michael Goldberg

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Vice President – Operations

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