



Dear Parents,

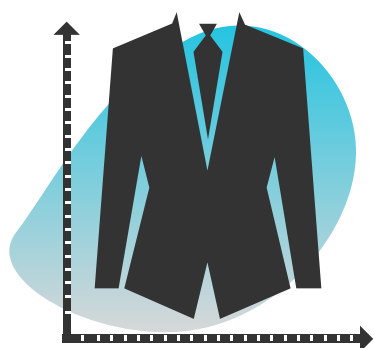
Top Marks is proud to be your uniform supplier. We assure you that we're committed to serving you to the best of our ability.

We are offering free shipping on all orders received by **June 15, 2023**.

## PLACE YOUR ORDER ONLINE

Visit [www.topmarks.ca](http://www.topmarks.ca) to place your order. Your school password is **MCS01**

We ask for your cooperation in submitting orders by **June 15, 2023**, as this will **ensure delivery of your order prior to the start of school**.



## SIZING

Attached you will find a guide to assist you with sizing. If you are unsure or uncomfortable selecting sizes, please contact our customer service department for assistance.

## PAYMENT

Full payment must accompany your order. Amounts are payable by Visa or Mastercard.

### Deposit by Cheque

Please note that all orders paid by cheque are **held 15 working days for clearance**.



## DELIVERY



All orders will be shipped via **Canada Post**. If you've provided an email address, Canada Post will email with a tracking number once your order has shipped.

### Free Shipping

Back-to-school orders received between May 1, 2023 and June 15, 2023 will be eligible for free shipping.

### Unclaimed Deliveries

Parcels unclaimed within 7 days are returned to Top Marks at a cost of **\$8.00**, which will be charged to you upon re-shipping.

## RETURNS & EXCHANGES

**Instructions** will be included with your order.

### Shrinkage (Wash Instructions)

Please consult the care and wash instructions included in your package, as certain items will shrink when washed. If you are unsure of how a garment will shrink, please contact our customer service department prior to washing. Once garments have been washed, they can no longer be exchanged or returned.

### Policy

You have **60 days from the start of school** to return or exchange items **provided they have not been washed, worn or altered**. This does not apply to liquidation items purchased as a final sale.



## QUESTIONS



1 (800) 667-7105 (toll free)  
(514) 344-5454



[info@topmarks.ca](mailto:info@topmarks.ca)



Visit our FAQ page  
[www.topmarks.ca](http://www.topmarks.ca)

8215 Ch. Montview, Mont-Royal, QC, H4P 2L9



Orders must be submitted no later than **June 15, 2023** in order to guarantee delivery prior to the start of school



## Step 1

### WEBSITE

Visit our website at **[www.topmarks.ca](http://www.topmarks.ca)** and select "Online Orders"



## Step 2

### REGISTER / SIGN IN

**For new customers**, enter **MCS01** in the box on the right to begin registering.

**For returning families**, please enter your email address and password to sign in.

Should you have questions regarding sizing, please refer to the sizing chart or contact our customer service department.



## Step 3

### SHOP

Select the "Shop Now" option to begin. For each item select quantity, size and then "Add To Cart".

## Step 4

### DELIVERY

Orders are delivered by Canada Post to the shipping address provided.

We are offering **free shipping on all orders received between May 1, 2023 and June 15, 2023**.

You will receive an email confirmation from Canada Post with a tracking number once your order is shipped.



## Step 5

### EXCHANGE/RETURN

Simply follow the detailed instructions included in the parcel or contact our customer service department.

For your convenience, please use the **reusable shipping bag** that your package arrived in and **apply the prepaid return label** over the previous shipping label.

You have until **60 days after the start of school** to process returns and/or exchanges, so long as garments haven't been washed, worn or altered.

For assistance or questions regarding this process, please call 1-800-667-7105 or email us at [info@topmarks.ca](mailto:info@topmarks.ca)



<b>STUDENT'S FAMILY NAME:</b> _____		<b>APT#</b> _____	
<b>ADDRESS:</b> _____		<b>Postal Code:</b> _____	
<b>CITY:</b> _____		<b>Postal Code:</b> _____	
<b>SHIP TO:</b> (if different than above)		<b>Postal Code:</b> _____	

<b>STUDENT'S GIVEN NAME:</b> _____	
<b>Home Phone #</b> ( ) _____	
<b>Day Phone #</b> ( ) _____	
<b>Already a Customer?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes # _____	
<b>e-mail:</b> _____	

DELIVERY CANNOT BE GUARANTEED BEFORE THE START OF SCHOOL IF ORDER IS RECEIVED AFTER JUNE 15, 2023.

ORDERS CAN BE FAXED, MAILED, E-MAILED OR PLACED ONLINE  
WEBSITE: WWW.TOPMARKS.CA - SCHOOL PASSWORD - MCS01

## Monterest School (JK-8)

				JUNIOR				ADULT			
FORMAL UNIFORM	JUNIOR SIZE	ADULT SIZE	STYLE #	SIZE	QTY	PRICE	TOTAL	SIZE	QTY	PRICE	TOTAL
UNISEX SHORT SLEEVE POLO SHIRT - White / emb. (also can be worn for gym)	3-JXXS-JXS-JS-JM-JL-JXL	AXS-AS-AM-AL	1906-J1/J2/A1-WHITE			\$34.25				\$36.25	
UNISEX LONG SLEEVE POLO SHIRT - White / emb. (also can be worn for gym)	3-JXXS-JXS-JS-JM-JL-JXL	AXS-AS-AM-AL	1905-J1/J2/A1-WHITE			\$36.25				\$38.25	
UNISEX SHORT SLEEVE POLO SHIRT - Navy / emb. (also can be worn for gym)	3-JXXS-JXS-JS-JM-JL-JXL	AXS-AS-AM-AL	1906-J1/J2/A1-DK/NVY			\$34.25				\$36.25	
UNISEX LONG SLEEVE POLO SHIRT - Navy / emb. (also can be worn for gym)	3-JXXS-JXS-JS-JM-JL-JXL	AXS-AS-AM-AL	1905-J1/J2/A1-DK/NVY			\$36.25				\$38.25	
FITTED SHORT SLEEVE POLO SHIRT - White / emb. (also can be worn for gym) (Grades 5-8 only)	JM-JL-JXL	AXS-AS-AM-AL	1915-J1/J2/A1-WHITE			\$34.25				\$36.25	
FITTED LONG SLEEVE POLO SHIRT - White / emb. (also can be worn for gym) (Grades 5-8 only)	JM-JL-JXL	AXS-AS-AM-AL	1918-J1/J2/A1-WHITE			\$36.25				\$38.25	
FITTED SHORT SLEEVE POLO SHIRT - Navy / emb. (also can be worn for gym) (Grades 5-8 only)	JM-JL-JXL	AXS-AS-AM-AL	1915-J1/J2/A1-DK/NVY			\$34.25				\$36.25	
FITTED LONG SLEEVE POLO SHIRT - Navy / emb. (also can be worn for gym) (Grades 5-8 only)	JM-JL-JXL	AXS-AS-AM-AL	1918-J1/J2/A1-DK/NVY			\$36.25				\$38.25	
POLO DRESS - SHORT SLEEVE emb. (Grades JK-4)	3-JXXS-JXS-JS-JM-JL-JXL	N/A	3915-J1/J2-DK/NVY			\$44.50				N/A	
MODESTY SHORT (Grade JK-4)	JXXS-JXS-JS-JM-JL-JXL	AXS-AS-AM-AL	671Y-J2/671-A1-BLACK			\$15.50				\$15.50	
UNISEX DRESS PANT - with back elastic (Grades 1-8)	4-5-6-7-8-10-12-14-16-18-20	N/A	2015-J3/J4-BSLCGY			\$42.00				N/A	
UNISEX DRESS PANT (HUSKY FIT) - with back elastic (Grades 6-8)	8-10-12-14-16-18-20	N/A	2015H-J4-BSLCGY			\$42.00				N/A	
UNISEX FLAT FRONT DRESS PANT - REGULAR FIT (Grades 6-8)	N/A	28-30-32-34-36	2088-A2-BSLCGY			N/A				\$58.75	
UNISEX FLAT FRONT DRESS PANT - SLIM FIT (Grades 6-8)	N/A	26-28-30-32-34-36	2188-A2-BSLCGY			N/A				\$58.75	
UNISEX BERMUDA SHORT (Grades 1-8)	4-5-6-7-8-10-12-14-16-18-20	N/A	5014-J3/J4-BSLCGY			\$36.00				N/A	
BELT (Grades 5-8)	22-24	26-28-30-32-34	BELT-A2-BLACK			\$22.25				\$22.25	
ZIP FRONT JERSEY CARDIGAN emb.	3-JXXS-JXS-JS-JM-JL-JXL	AXS-AS-AM-AL	1416J-J2/A1-NAVY			\$55.00				\$57.00	
JUNIOR KICK PLEAT SKIRT with sewn in Lycra Short (Grades 5-8)	8-10-12-14-16-18-20	N/A	3128JR-J4-BSLCGY			\$49.50				N/A	
ADULT KICK PLEAT SKIRT with sewn in Lycra Short (Grades 5-8)	N/A	10-12-14-16	3128-A3-BSLCGY			N/A				\$58.50	
EVERYDAY UNIFORM (ALSO DRESS UNIFORM FOR GRADES JK/SK)											
SHORT SLEEVE T-SHIRT - printed	3-JXXS-JXS-JS-JM-JL-JXL	AS-AM-AL	1027-J2/A1-A/GREY			\$18.75				\$19.75	
LONG SLEEVE T-SHIRT - printed	3-JXXS-JXS-JS-JM-JL-JXL	AS-AM-AL	1032-J2/A1-A/GREY			\$20.25				\$21.25	
UNISEX MESH GYM SHORT- printed	3-JXXS-JXS-JS-JM-JL-JXL	AXS-AS-AM-AL	1230L-J2/A1-NAVY			\$25.00				\$27.00	
FITTED MESH GYM SHORT -printed	3-JXXS-JXS-JS-JM-JL-JXL	AXS-AS-AM-AL	1231-J2/A1-NAVY			\$25.00				\$27.00	
LEGGINGS - printed (Grades JK-4)	3-JXXS-JXS-JS-JM-JL-JXL	N/A	5024-J1/J2-NAVY			\$25.00				N/A	
YOGA PANT - printed (Grades 5-8)	JM-JL-JXL	AXS-AS-AM-AL	5120-J2/A1-BLACK			\$42.75				\$44.75	
JOGGING PANTS -printed	3-JXXS-JXS-JS-JM-JL-JXL	AXS-AS-AM-AL	1401P-J1/J2/A1-NAVY			\$36.50				\$40.50	
HOODED SWEATSHIRT -printed	3-JXXS-JXS-JS-JM-JL-JXL	AXS-AS-AM-AL	1404-J2/A1-NAVY			\$44.00				\$46.00	
SOCKS & TIGHTS											
NAVY KNEE SOCKS- (Grades 1-8)	(4-6) / (6-8) / (7-9)	9-11	SO-GRL/LDS-SG/SL-NAVY			\$7.25				\$7.25	
GREY ANKLE SOCKS- (Grades 1-8)	(4-6) / (6-8) / (8-10)	10-13	SO-BOY/MEN-SB/SM-GREY			\$7.25				\$7.25	
NAVY HEAVYWEIGHT TIGHTS (Grades 5-8)	(4-6) / (6-8) / (8-10) / (10-12) / (12-14)	AS-AM-AL	TIGHTS-J6/A6-HVY/INV			\$22.50				\$22.50	

Payment: CASH: ☐ ☐ ☐ CHEQUE: ☐ ☐

Expiration date: \_\_\_\_/\_\_\_\_/\_\_\_\_ MM / YY

Credit Card Number: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

Signature: \_\_\_\_\_

ORDERS PAID BY CHEQUE WILL BE HELD FOR 15 WORKING DAYS

CVV CODE  
(3 DIGITS BEHIND  
THE CREDIT CARD)

FULL PAYMENT MUST ACCOMPANY YOUR ORDER  
ORDERS ARE ACCEPTED BY FAX WHEN PAID BY VISA OR MASTERCARD.

TOP MARKS  
8215 CH. MONTVIEW, MONTRÉAL, QC, H4P 2L9  
Telephone : (514) 344-5454 - Fax: (514) 344-5350  
Toll Free: Telephone : 1-800-667-7105 - Fax: 1-855-344-5350  
E-Mail: info@topmarks.ca

FREE SHIPPING ON ORDERS PLACED  
PRIOR TO JUNE 15, 2023.

= PURCHASE TOTAL =		
JUNIORS	ADULTS	
+ 5% (GST) + 13% (HST)		
= SUBTOTAL =		
TOTAL JUNIORS + ADULTS	=	
SHIPPING (INCLUDING TAXES)	+ \$12.15	
TOTAL	=	

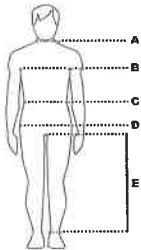
"SHIPPING CHARGES MAY VARY WITHOUT NOTICE"

# MONTCREST SCHOOL

## SIZING CHART

### UNSURE OF A SIZE ? HERE'S HELP

TO ENSURE A GREAT FIT, MEASURE YOUR CHILD CAREFULLY - KEEP TAPE FIRM BUT NOT TIGHT.



**NECK (A):** MEASURE LOOSELY AROUND THE NECK. YOU SHOULD BE ABLE TO FIT 1 FINGER BETWEEN THE NECK AND THE TAPE.

**CHEST (B):** MEASURE AROUND THE FULLEST PART OF THE CHEST/BUST (1 INCH BELOW THE ARMPIT)

**WAIST (C):** MEASURE AROUND THE WAIST WHERE YOUR CHILD WEARS THEIR PANT OR SKIRT

**HIPS (D):** MEASURE AROUND THE FULLEST PART OF THE HIP

**INSEAM (E):** MEASURE FROM THE CROTCH ALONG THE INSIDE LEG TO YOUR PREFERRED LENGTH

SHORT and LONG SLEEVE POLO SHIRT- 1906/1905											
	3	JXXS	JXS	JS	JM	JL	JXL	AXS	AS	AM	AL
CHEST		24/25	25/26	27/28	28/30	30/32	32/34	35/36	37/38	39/40	
SHORT and LONG SLEEVE FITTED POLO SHIRT- 1915/1918											
	JM	JL	JXL	AXS	AS	AM	AL				
CHEST	26/27	28/29	30/31	32/33	34/35	36/37	38/39				
POLO DRESS-3915											
	3	JXXS	JXS	JS	JM	JL	JXL				
CHEST	21/22	22/23	23/24	24/25	26/27	28/29	30/31				
LENGTH	20	22	23	24	25	26 1/2	28				
MODESTY SHORT- 671Y/671											
	JXXS	JXS	JS	JM	JL	JXL	AXS	AS	AM	AL	
WAIST	18/19	19/20	21/22	23/24	24/25	25/26	26/27	27/28	29/30	31/32	
JUNIOR DRESS PANT WITH ELASTIC BACK / BERMUDA SHORT- 2015/5014											
	4	5	6	7	8	10	12	14	16	18	20
WAIST	19 1/2	20	20 1/2	21	21 1/2	22 1/2	23 1/2	24 1/2	25 1/2	26 1/2	28 1/2
HIPS	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34	35/36
INSEAM (PANT)	17	18	21	23	25	27	28	29	30	31	31
JUNIOR HUSKY DRESS PANT WITH ELASTIC BACK- 2015H											
	8	10	12	14	16	18	20				
WAIST	29 1/2	30 1/2	31 1/2	32 1/2	34 1/2	36 1/2	38 1/2				
HIP	37/38	38/39	39/40	40/41	41/42	43/44	45/46				
INSEAM	28 1/2	29 1/2	30 1/2	31 1/2	32 1/2	33 1/2	34 1/2				
ADULT DRESS PANT (REGULAR FIT) - 2088											
	28	30	32	34	36						
WAIST	27/28	29/30	31/32	32/34	35/36						
HIPS	32/33	34/35	36/37	38/39	40/41						
INSEAM	35	35	35	35	35						
ADULT DRESS PANT - "SLIM FIT" - 2188											
	26	28	30	32	34	36					
WAIST	25/26	27/28	29/30	31/32	32/34	35/36					
HIPS	29/30	31/32	33/34	35/36	37/38	39/40					
INSEAM	35	35	35	35	35	35					
ZIP FRONT JERSEY KNIT CARDIGAN -1416J											
	3	JXXS	JXS	JS	JM	JL	JXL	AXS	AS	AM	AL
CHEST	23/24	24/25	26/27	28/29	30/31	32/33	34/35	36/38	38/39	40/42	43/44
JUNIOR KICK PLEAT SKIRT-3128JR											
	8	10	12	14	16	18					
WAIST	22/23	23/24	24/25	25/26	26/27	27/28					
HIPS	25/26	26/27	27/28	28/29	29/30	30/31					
LENGTH	15	16	17	18	19	20					
ADULT KICK PLEAT SKIRT-3128											
	10	12	14	16							
WAIST	27/28	29/30	31/32	33/34							
HIPS	36/37	38/39	40/41	42/43							
LENGTH	20	20	20	23							
SHORT and LONG SLEEVE T-SHIRT-1027/1032											
	3	JXXS	JXS	JS	JM	JL	JXL	AS	AM	AL	
CHEST	23/24	25/26	27/28	29/30	31/32	33/34	35/36	31/32	33/36	37/40	
LENGTH	18	19	20 1/2	22	23 1/2	25	26 1/2	28	29	30	
GYM SHORT-1230L (UNISEX) /1231 (FITTED)											
	3	JXXS	JXS	JS	JM	JL	JXL	AXS	AS	AM	AL
WAIST	18/20	20/21	21/22	22/23	24/25	26/27	28	28	29/30	31/32	33/34
INSEAM (1230L)	4 1/4	5	5 1/2	7	8 1/2	9	9 1/2	10	10 1/2	11	11 1/2
INSEAM (1231)	4	4	4	4 1/2	4 1/2	5	5	5 1/2	5 1/2	5 1/2	5 1/2
LEGGING- 5024											
	3	JXXS	JXS	JS	JM	JL	JXL				
WAIST	18/19	19 1/2	20/21	21/22	22/23	24/25	26/27				
INSEAM	15 3/4	16 3/4	18 3/4	20 3/4	22 3/4	24 3/4	26 3/4				
YOGA PANT-5120											
	JM	JL	JXL	AXS	AS	AM	AL				
WAIST	23/24	24/25	25/26	27/28	29/30	31/32	33/34				
INSEAM	26	28	29	29 1/2	30	30 1/2	31				
JOGGING PANTS-1401P											
	3	JXXS	JXS	JS	JM	JL	JXL	AXS	AS	AM	AL
WAIST	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	31/32	33/34	35/36
INSEAM	18	20	22	24	26	28	30	32	32 1/2	33	33 1/2
PLEASE NOTE THE INSEAM OF THE JOGGING PANT (STYLE 1401P) IS BEFORE THE 9% SHRINKAGE											
HOODED SWEATSHIRT -1404											
	3	JXXS	JXS	JS	JM	JL	JXL	AXS	AS	AM	AL
CHEST	25/26	26/27	28/29	30/31	32/33	34/35	36/37	38/40	41/42	43/44	45/46

TIGHTS - HEAVIER WEIGHT FABRIC		
SIZE	HEIGHT	WEIGHT
JUNIOR (4-6)	37-38 IN	45-55 LBS
JUNIOR (6-8)	43-52 IN	60-65 LBS
JUNIOR (8-10)	48-57 IN	65-75 LBS
JUNIOR (10-12)	52-60 IN	70-85 LBS
JUNIOR (12-14)	56-62 IN	80-100 LBS
ADULT (S)	59-64 IN	95-115 LBS
ADULT (M)	62-67 IN	115-135 LBS

ANKLE DRESS SOCKS				
SHOE SIZE	1-7	7-13	1-6	7-12
SOCK SIZE	4-6	6-8	8-10	10-13

KNEE SOCKS				
SHOE SIZE	1-7	7-13	1-5	6-9
SOCK SIZE	4-6	6-8	7-9	9-11