

# Order Instructions for Announcements & Graduation Material for the *Class of 2019*

## Step 1 ON YOUR ORDER FORM & FILL IN ALL APPLICABLE INFORMATION

Please print neatly; Be sure to include: Student's **Full Name, Email, & Complete Address.**

This will help ensure the accuracy of your personalized products.

## Step 2 CHOOSE YOUR ANNOUNCEMENT PACKAGE

Packages come with all items shown, including a popular **FREE** item!

Be sure to include: Tee Shirt size (for all Packages), Senior Jewelry selection

(for Senior & Essential Packages), Hoodie & Sweatpants size (for Senior Package).

Receive items marked with an asterisk on Delivery Day: *Tee Shirt 2-Pack, Women's Senior Jersey, Pullover Hoodie, Performance Hoodie, Women's 1/4 Zip, Black Sweatpants, Performance Sweatpants, Beanie, Socks, Senior Bag, Souvenir Tassel, & 2019 Keyring.*

## Step 3 PERSONALIZE YOUR SENIOR YEAR WITH MUST HAVE GRAD ITEMS

Be sure to include: Extra Senior Pride Gear in this section.

Senior year only happens once, make it unforgettable!

## Step 4 CHOOSE YOUR CAP & GOWN PACKAGE A, B, OR C

Fill in your preference and sizes on the order form (as applicable)

Cap & Gown Package A \$143.50	Cap & Gown Package B \$79.50	Cap & Gown Package C \$41.50
Customized Cap / Gown / Tassel Unit Status Tassel 2019 Tri-Blend Dusky Blue Tee (Sizes S-5XL available) Choice of Men's or Women's Shorts (Sizes S-3XL available) * 2019 Pullover Hoodie (Sizes S-3XL available) * Souvenir Tassel	Customized Cap / Gown / Tassel Unit Status Tassel 2019 Tri-Blend Dusky Blue Tee (Sizes S-5XL available) * Souvenir Tassel	Customized Cap / Gown / Tassel Unit * Souvenir Tassel

\*Receive these items with your down payment on order day.

All other items not marked with an asterisk will be delivered in the spring to your school.

Cap / Gown / Tassel Unit \$33.00

Add 7% Sales Tax

**Example:** DON'T FORGET TO FULLY COMPLETE THE HEIGHT AND WEIGHT INFORMATION  
This section of the order form helps to ensure the proper fit for your cap & gown

<b>Cap &amp; Gown</b> <input type="checkbox"/> Package A (indicate sizes below) <input type="checkbox"/> Package B (indicate size below) <input type="checkbox"/> Package C <input type="checkbox"/> C & G	SEE ENCLOSED FLYER for PACKAGE DETAILS	Height <input type="text" value="5"/> feet <input type="text" value="0"/> <input type="text" value="8"/> inches <input checked="" type="radio"/> Male	Step 4 Total
Tee <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> 2XL <input type="checkbox"/> 3XL <input type="checkbox"/> 4XL <input type="checkbox"/> 5XL Hoodie <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> 2XL <input type="checkbox"/> 3XL Shorts: Choice of: <input type="checkbox"/> Women's <input type="checkbox"/> Men's Size: <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> 2XL <input type="checkbox"/> 3XL		Weight <input type="text" value="1"/> <input type="text" value="5"/> <input type="text" value="4"/> lbs <input type="radio"/> Female	\$

BRING YOUR **\$60** DOWN PAYMENT OR **J-PAY** ENROLLMENT INFO ON ORDER DAY

**SENIORS WEAR YOUR CLASS OF 2019 TEE THE DAY AFTER ORDER DAY**

Invoices will be emailed to the address listed on the order form. Remaining balance is due prior to delivery date in the spring. No Checks will be accepted on delivery day. There will be a \$20 charge on all returned checks. Down payments may be paid by cash, money orders and checks (made payable to Jostens) or debit/credit cards. The down payment is given as a guarantee that the remaining balance will be paid by delivery. Note: If your plans change, Jostens offers a refund for any non-graduates. All refunds MUST be requested BEFORE June 1, 2019. No Refunds will be issued after this date.

*Jostens*<sup>®</sup>