



Collegiate Academic Regalia Order Form

Prices Effective through June 30th, 2011

TODAY'S DATE: _____

Ship to: Bookstore

Customer (full payment required)

Please allow 8 weeks for delivery

Jostens Representative # **7508**

Name: _____
 Address: _____
 City, State, Zip: _____
 Telephone #: _____
 Date Wanted: _____ **Comp rental needed:**

Bookstore Name: **The Duck Store**
 College/University: **University of Oregon**
 Address: **P.O. Box 3176**
 City, State, Zip: **Eugene, OR, 97403**
 Telephone: **541-346-9479**
 Contact Person: **Stacy Miller**

Measurements:

Height (ft/in): _____ Shoulder to Shoulder: _____ Sleeve Length: _____ Exact Cap/Tam Size: _____
 Weight: _____ Shirt Collar Size: _____ Chest Size: _____

Degree:

Exact Wording: _____ PhD Royal Blue

Institution from which your degree was awarded (do not abbreviate)

Name: _____
 City: _____

Item	QTY	PRICE	ENTER PRICE	Please be sure all Items are Properly Completed	
Bachelor Gown			\$ -	Gown/Hood material choice:	
Bachelor Hood			\$ -	<input type="checkbox"/> Black Poly Cotton	<input type="checkbox"/> Chromspun
Master Gown			\$ -	Doctor Gowns to be trimmed in:	
Master Hood			\$ -	<input type="checkbox"/> Degree	<input type="checkbox"/> Other: _____
Devon Doctoral Gown			\$ -	Accent Piping: (Sussex and Windsor Gowns Only)	
Sussex Doctoral Gown			\$ -	<input type="checkbox"/> Black	
Windsor Doctoral Gown			\$ -	Other: _____ (Specify Color Desired)	
Doctoral Hood			\$ -	Tassel Color:	
Economy Cap			\$ -	<input type="checkbox"/> Black	<input type="checkbox"/> Degree Color
Deluxe Cap			\$ -	Other: _____ (Specify Color Desired)	
Regular Tam			\$ -	Tam Color _____	
Deluxe Tam			\$ -	(Check One) Number of Tam Sides:	
Regular Tam Pieced			\$ -	<input type="checkbox"/> 4	<input type="checkbox"/> 6 <input type="checkbox"/> 8
Deluxe Tam Pieced			\$ -	* Optional Fidelio Velvet Upgrade Color: <input type="checkbox"/> Black <input type="checkbox"/> Royal <input type="checkbox"/> Purple <input type="checkbox"/> Red	
Regular Tassel			\$ -	SPECIAL NOTES	
Doctor's Gold Silky Tassel			\$ -		
Gold Bullion (Doctor Only)			\$ -		
Embroidered Initials _____		\$ 5.50	\$ -		
Hood Buttons N/C		NC		Customer's Signature _____	
Pocket Slits (pocket left/slit right)		\$ 18.00	\$ -	NO RETURNS: Alterations free of charge for up to 30 days after receipt of product	
Deluxe Garment Bag & Hanger		\$ 47.00	\$ -	Subtotal	\$ -
Optional Fidelio Velvet Upgrade *select color at right				Packaging, Handling & Delivery	\$11.95
Gown			\$ -	Expedited Handling Fee- Add to orders with less than 8 wks lead time	\$10.00
Hood			\$ -	Subtotal	\$ -
Tam			\$ -	State Tax	Tax rate \$ -
Master Promotion				Total	\$ -
Includes Master gown, hood, deluxe cap & tassel			\$ -	Less Payment	
Doctoral Sussex Promotion				Balance Due	\$ -
Includes Sussex Dr. gown, hood, reg. Tam, gold silky tassel			\$ -	<input type="checkbox"/> Payment Attached <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Discover/Novus	
Optional Sussex Upgraded				Credit Card Processed by: <input type="checkbox"/> Bookstore <input type="checkbox"/> Jostens	
Tam			\$ -	Card Holder's name	_____
<input type="checkbox"/> Reg. Pieced <input type="checkbox"/> Deluxe <input type="checkbox"/> Pieced Deluxe				Credit Card #	_____
Gold Bullion Tassel			\$ -	Amount to charge	_____
Other			\$ -	Signature	_____
				Exp. Date	_____

MEASURING GUIDELINES

JOSTENS FINE QUALITY GOWNS HAVE AN 8–12 INCH FLOOR CLEARANCE. IF YOU WISH TO DEVIATE FROM THESE STANDARDS, YOU MUST SO SPECIFY ON THE ORDER FORM.

THE REQUIRED MEASUREMENTS ARE DETAILED HERE TO ASSIST YOU IN OBTAINING ACCURATE MEASUREMENTS.

- 1) **HEIGHT:** record total height from top of head to floor (A to B) while wearing shoes (for ladies, the height should include heels). Record in feet and inches — e.g. 5'8".
- 2) **WEIGHT:** list approximate weight in street clothes.
- 3) **SHOULDER TO SHOULDER:** give the measurement in inches across the back from tip of shoulder to tip of shoulder (C).
- 4) **SHIRT COLLAR SIZE:** give regular shirt collar size or measure the neck about one inch above the collar bone. Record in inches.
- 5) **SLEEVE LENGTH:** give usual shirt sleeve length or measure from point D at center-back, around the elbow, and to point E at base of the hand while arm is in position shown in the diagram. Record in inches.
- 6) **JACKET (CHEST) SIZE:** be sure tape is well up under the arms and over the shoulder blades before measuring completely around the chest (H). Record in inches.
- 7) **CAP/TAM SIZE:** measure the circumference around the head. Record the exact size in inches to the nearest $\frac{1}{4}$ inch.
Note: Circumference of head divided by 3.14 equals hat size.

