

THE CITY COLLEGE

Faculty Academic Attire Rental Order Form

***** DEADLINE FOR ORDERING IS APRIL 24, 2014*****

There will be an additional service charge of \$15 for late orders

Please print

Last Name: _____ **First Name:** _____

Department: _____ **Email:** _____

Height:(with Dress Shoes) _____ **Weight:** _____

Cap Size or S, M, L: _____

What is your highest degree earned and from which University or College?

Degree: _____ **University or College:** _____

Check item(s) needed:

___ Master Cap, Gown, & Tassel	\$23
___ Master Hood	\$20
___ Doctoral Cap, Gown, & Tassel	\$31
___ Doctoral Hood	\$22

PAYMENT

Please note that payment must be made in full by check or money order

Payment by Credit Card: If you wish to pay by Credit Card send your order without payment. Your Card will be swiped & charged upon pick up

Mail orders to the following address

Make Checks or Money Orders payable to:

Herff Jones
PMB #302
94 Gardiners Avenue
Levittown, NY 11756

Email your questions to: pjreilly@herffjones.com
Fax: (516) 781-0349

You may pick up your attire on May 23rd from 11:30am to 5:30pm; May 27th, May 28th and May 29th from 11:30 am – 6:30 pm, and May 30th from 7:00 am – 8:30 am in room 1/211 of the NAC Building.

CWE may pick up your attire May 19th from 4:30 – 7:30pm