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ACHIEVEMENT
Brand



SPECIAL APPAREL ORDER FORM

Place your order with the University Bookstore.
Call 1- 800-933-1950 or email capandgown@apu.edu.

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Daytime Phone _____

Best Time To Call _____

Email address _____

SCHOOL AFFILIATION AZUSA PACIFIC UNIVERSITY

SCHOOL LOCATION - TOWN & STATE AZUSA, CALIFORNIA



Pricing below effective through July 1, 2018

Seasonal demands may affect the delivery time on your order. Please allow 4 - 6 weeks for manufacturing (shipping time additional) after the complete order is received in our Champaign Office.

*DATE NEEDED _____

*If your date needed is sooner than the 4 - 6 weeks required for manufacturing, you may be contacted at the phone number you've listed above with information on possible expedited manufacturing/shipping options.

DOCTORAL GOWN:

(sku 11512219)

\$732.40

- ☐ Special Doctoral Gown for Azusa Pacific University
Gabardine Deluxe Gown with two seal patches on lapels
- ☐ Special Doctoral Gown for Azusa Pacific University
Gabardine Deluxe Gown with NO seal patches on lapels

DOCTORAL HOOD:

(sku 11512233)

\$157.00

- ☐ Doctoral Hood - Black Base Standard with Degree Velvet

DEGREE: _____

VELVET DEGREE/SUBJECT COLOR: _____

SCHOOL: **AZUSA PACIFIC UNIVERSITY**

DOCTORAL CAP:

(sku 11512226)

\$156.10

- ☐ 8 SIDED Black Velvet Tam with Rouge headband w/Gold
Bullion Tassel

ACCESSORIES:

- ☐ Carry-All Garment Bag \$74.99
☐ Deluxe Wooden hanger \$14.99

REMARKS & SPECIAL INSTRUCTIONS _____

MEASUREMENTS

(Please Give All Information Requested)

☐ MALE ☐ FEMALE

- Height with shoes - top of head to floor _____ feet _____ inches.
- Chest size - without coat _____ inches.
- Shirt sleeve measurement _____ inches.
(Measure from center-back of neck, over the top of the shoulder, and along the outer arm to the break at the back of the wrist.)
- Cap size _____ inches.
- Floor clearance desired _____ inches.
(We will provide a 8" clearance if you do not specify.)
- Personalized initials (if desired; no extra charge) - specify: _____

COST SUMMARY OF ORDER

Gown\$ _____

Hood\$ _____

Cap/Tam\$ _____

Tassel\$ _____

Other Items:\$ _____

Cost of merchandise.....\$ _____

SALES TAX - your local rate.....\$ _____

SHIPPING & HANDLING.....\$ _____

☐ Ground Service (to U.S. 48) \$19.95

Call for Air Freight Charges or if outside U.S. 48

TOTAL COST OF ORDER.....\$ _____

Regalia must be pre-paid at the time of order.

CREDIT CARD OR PURCHASE ORDER

☐ VISA ☐ Mastercard ☐ Discover

Credit Card No. _____

Expiration Date _____

Name on Card _____

Name exactly as it appears on card

Purchase Order # _____

OFFICE USE ONLY: _____

Please place your order with the University Bookstore.
Call 1- 800-933-1950 or email capandgown@apu.edu.

Sales
Professional BETH LEVIN

No. 2370

Customer's
Signature _____

Date _____

HOW TO MEASURE

In order to provide and/or manufacture a gown that meets your needs, we require the following measurements:

HEIGHT

In feet and inch increments. This measurement should be taken from head to floor with shoes worn.

CHEST

Take this measurement based on what you will wear beneath your gown. For example, if you plan to wear a suit coat beneath your gown, take the measurement while wearing a suit coat. Please measure completely around the chest (under the arms) in inches (C). The measurement should be taken around the fullest portion of the chest.

SLEEVE

In inches. Measure from the center-back of the neck, over the top of the shoulders, and along the outer arm to break at the back of the wrist (A - B).

FLOOR CLEARANCE

The standard floor clearance is approximately 8 inches.

MORTARBOARDS & TAMS

To find the size of a Mortarboard or Tam worn, you can use a cap tape or a measuring tape. Place the cap or measuring tape around the widest part of head where the cap is worn (D). This is usually about one inch above the ears. Be sure the tape is snug, not tight. The first figure just outside of the end of the tape shows the cap size to order. If you are using a measuring tape, please provide cap measurement in inches and we will convert it for you to ensure the proper size.

