

OAK HALL CAP & GOWN

840 Union Street • Salem, Virginia 24153 • 540-387-0047 • 800-223-0429 • Fax 540-387-4385

CUSTOM ACADEMIC REGALIA ORDER FORM

SOLD TO:

Representative _____

Phone No. (____) _____

PO No. _____

SHIP TO: (If different than Sold To:)

Please allow 4 to 7 weeks for shipment.

Current Date _____ Date Needed _____
(If Possible)

GOWN: Bachelor Doctor - Jefferson
 Master Doctor - Madison

Fabric _____ Personalized Initials _____

Color of Velvet on Doctor's gown if other than black.

Optional cording outlining Velvet-color _____

SPECIAL REGALIA: Complete Outfit Hood Only
 Gown Only Cap or Tam Only

Degree _____
(Give exact wording of degree.)

University _____
(Name of school where degree was earned.)

Location _____

Style, fabric and color are designated by the college or university. If you have any questions, please contact your bookstore representative or Oak Hall.

HOOD: Bachelor Master Doctor

Fabric _____ Color of Velvet _____

Degree _____
(Give exact wording of degree.)

University _____
(Name of school where degree was earned.)

Location _____

NOTE: All PhD Doctor Hoods will receive PhD Blue Velvet unless otherwise noted.
All other Hoods will receive velvet which corresponds with the last wording on your degree.
Example: Master of Science In Education will receive Education velvet unless otherwise noted.

MEASUREMENTS: Please give all information requested.

- To be tailored for Male Female
- Height with shoes (top of head to floor) _____ ft. _____ in.
- Approximate weight _____ lbs.
- Chest measurement _____ in.
- Shirt sleeve length _____ in.
(Measurement from center-back base of neck, over the top of the shoulder and along the outer arm to desired length.)
(Should correspond to men's shirt sleeve length.)
- Neck size _____ in.
- Floor clearance desired _____ in.
(If not specified, robes will be sized approximately 8" from floor.)
- Cap or Tam _____ in.
(Measure around the head approximately 1 inch above the brow, pulling the tape measure snugly. Give measurement in inches.)

MORTARBOARD CAP

Fabric _____

Tassel Color _____ Size _____

DOCTOR TAM 4-Corner 6-Corner 8-Corner

Color of Velvet if other than black _____ Size _____

TASSEL: Regular Old Gold Silky
 Two-button, Gold Silky
 Two-button, Gold Metallic

CREDIT CARD INFORMATION:

CHECK TYPE OF CARD: MC VISA DISCOVER

ACCOUNT NUMBER:

EXPIRATION DATE:

AUTHORIZED SIGNATURE _____

COST SUMMARY OF ORDER:

GOWN \$ _____

CORDING \$ _____

HOOD \$ _____

CAP/TAM \$ _____

TASSEL \$ _____

MISCELLANEOUS \$ _____

SUBTOTAL \$ _____

SALES TAX (VA, NC, FL, IL, IN) \$ _____

SHIPPING & HANDLING \$ 14.50

TOTAL COST OF ORDER \$ _____

FULL PAYMENT BY CHECK OR CREDIT CARD MUST ACCOMPANY ORDER

NOTE: Overseas orders, or orders requiring special shipping will be billed at a higher shipping and handling charge.