

Woodland High School

GRADUATION ORDERING INFORMATION:

Senior Order Timeline: Monday, November 9th thru Friday, November 20th

Place Your Order at www.jostens.com

Payment plans are available

Sales Tax Rate: 7.9%

All Seniors are ordering their Graduation Packages together as a class! See Order Events to the Right.

Available early!



*If ordered these items will be delivered to your home in 4-6 weeks.

Class ring, Tag and Jewelry information
Customize at www.jostens.com

ORDER WEEK EXCLUSIVE

\$40 Off the price of your Class Jewelry if ordered at the same time you place your graduation order.



Cap & Gown

SENIOR SWAG PKG \$157.00

\$157.00

FUN PKG \$131.00

\$131.00

BASIC PKG \$64.00

Cap/Gown Color: Ht. Green
Tassel Color: Black/green/white
Stole: White

- Cap & Gown Unit
- Choice of ExtraTassel
- Eco Tee
- Beanie
- Choice of Hoodie: Sherpa Pullover Performance

- Cap & Gown Unit
- Choice of Extra Tassel
- Beanie
- Choice of Hoodie: Sherpa Pullover Performance

- Cap, Gown, tassel & Stole Unit
- Choice of Extra Tassel

Cap & Gown Unit \$48.00
(Includes Cap/Gown/Tassel/Stole)



Cap & Gown Package A See Flyer B See Flyer C See Flyer Cap & Gown Unit See Flyer
Found in step 2 on the order form.

SENIOR RING ADVANTAGE:

Order your Ring the same time as your graduation material...and get these great deals:

- Delivery in 3-4 Weeks for Seniors only!
- \$40 off the price of class ring (not valid on P style rings) Deposit necessary to receive promotion.
- Create your class ring on-line: www.jostens.com



Jostens Service Center
PO Box 2217 Vancouver, WA 98668
1-800-JOSTENS (567-8367)
Email - david.schnieder@jostens.com

See Back for important information & FAQ's

COMMON QUESTIONS...

AND ANSWERS

HOW TO ORDER CAP & GOWN, ANNOUNCEMENTS, AND ACCESSORIES

- 1 To place an order for your graduate's announcements, accessories and Cap and Gown, find the enclosed order form and complete your student's full name, full address (must be physical address), and phone number. (Use Black ink)
- 2 Choose one of the convenient Announcement Packages to share your student's graduation with family and friends. It's helpful to make a list of everyone that you intend to send announcements to and then add a few extra just in case.
- 3 Use Step 3 to add additional items to your package or to order items individually.
- 4 Select a Cap and Gown package for your graduate - in Step 2. If you have ordered an announcement package the cap and gown is included in that package. **Don't forget height and weight on the order form for gown measurements.**

WHY IS IT IMPORTANT TO ORDER NOW?

All the senior class orders taken at the school and those submitted before the deadline will be sent in one large **Group Discount Order**. When a student's order is part of the Group Order, he/she will receive the lowest prices, the most selection, the Custom Graduation Announcement, and the earliest delivery in the springtime. Deadline for group order is 2 weeks after order date. Spring Orders = higher prices, later delivery and a different announcement design. After the Group Deadline, call Jostens at 1-800-567-8367 or place your order online at www.jostens.com

WHAT IF I DON'T KNOW IF I'M GRADUATING?

Ordering now with the 2021 class is still important. If a student orders now, the whole order, including the cap/gown unit, will be reserved and ready for the spring. If a student does not graduate with the class of 2020, **a refund can be requested by submitting a written request prior to June 21st, 2021. Note that Pre-delivered and Personalized Items may not be refunded.**

WHAT IF I'M ABSENT ON ORDER DAY?

Make arrangements to send your order with a friend or sibling who attends the high school and will submit it for you. If this is not an option, mail the order prior to the group order deadline with deposit to: Jostens, PO Box 512,, Owatonna, MN 55060. You can also place your order on our website:

www.jostens.com **NOTE:** Orders submitted via mail will receive order day pre-delivered items in the Spring Delivery of 2021.

HOW MUCH MONEY DO I NEED ON ORDER DAY?

A \$80 deposit is requested when you place your order. Deposits may be made with cash, check (make payable to Jostens), money order, or credit card. Payment in full is appreciated. **Orders placed with zero deposit will be cancelled if \$80.00 deposit is not received by December 21st, 2020.** (Please note a \$35 return check fee applies for all returned checks.)

WHEN IS THE BALANCE DUE?

The balance will need to be paid in full prior to delivery in the spring. A monthly billing statement will be mailed or emailed to you. You can pay the balance all at once or make monthly payments (a new bill will be sent each month). Be sure to include students name and school on all payments.

WHEN DO I RECEIVE THE PRODUCTS I ORDERED?

On In School Order Day: If you ordered, you'll receive the 2021 Key Ring and extra tassel(s), performance hoodie, charcoal pullover hoodie, sherpa, beanie & t-shirt 2 pack..

If ordering with no money down, your above listed items will be delivered in the spring with the rest of your order.

CAN I STILL ORDER MY CLASS RING?

YES! Ring orders will also be taken at graduation order event(s). Ring information is available in the GRAD PACKET or obtain a more detailed ring packet in the school office. A ring purchase and a graduation purchase are two separate orders, however, only one \$80.00 deposit is necessary when submitting ring and graduation orders together at the same time. If you choose to do this, deposit is applied to your ring order. There are payment options available on both ring and graduation orders.

WHAT IS THE TAX RATE?

Your tax rate is 7.9%. Multiply Subtotal by .079 to get the sales tax. Add tax for your total.

SHIPPING & HANDLING?

Shipping and Handling is \$11.95