**N**

**Faculty Regalia Rental Order Form**

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Department:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**UGA ID #:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please complete each section of the order form so we can customize your graduation outfit just for you:

Height: \_\_\_\_\_\_\_\_\_ Weight: \_\_\_\_\_\_\_\_\_ Cap Size: \_\_\_\_\_\_\_\_\_

*Degree Type:* (Circle one)

**Master\* Specialist\* Doctor PhD**

Other (please specify): \_\_\_\_\_\_\_\_\_\_\_\_ Field of Study (i.e., Art, Law, etc): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Faculty Orders Only**

**Items Ordered**

School Where Degree Was Received: Gown: \_\_\_\_\_ Hood: \_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tam: \_\_\_ Cap: \_

City: \_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please send in all orders to* *bookstor@uga.edu*

**\*Faculty members who are placing a rental order beyond \_\_3/29/2017\_**

**will be responsible for $20 late fee, due to rush shipping.\***

**Rental Return Policy**

All rental regalia items must be returned within 10 business days following the ceremony. Failure to return rental items before the given deadline will result in being charged full cost of the rental package. By signing below you are in agreement with this policy.

Signature: Date: