

Congratulations Seniors!!!

Graduation is right around the corner,
and it's now time to order your Cap & Gown!!!

Students,

Please fill out the included form and return it to Balfour on campus. Or you are welcome to mail in the form, come to our office or order online at www.balfour.com. Please contact us with any questions.

Please provide us with your height (without shoes) and weight. Your accuracy on this form will allow for the most appropriate fit and limit errors. However, if your gown does not fit we will have extras to exchange with you. Sorry girls, they are not very fashionable...

Westlake High School has chosen a Royal gown, with a Royal/Red/White tassel for the ceremony. The cost for this unit is \$39.26, and with tax (8.25%) they are \$42.50. Souvner tassels are \$10.00 (+tax) and Souvner Jumbo Tassels are \$15.00 (+tax).

This year we will also be offering C&G packages to make ordering easier, for pricing and contents please see below.

We accept cash, check (made payable to Balfour), money order or credit cards, and require a deposit of \$60.00. If you are unable to make the payment, please contact our office before the on campus dates and we will work with you.

Phone 512 996 9082 / E-mail info@centexbalfour.com
9951 Anderson Mill Road Suite 104, Austin, Texas, 78750

Westlake High School Pricing

Announcements

\$1.25 each, 25=\$31.50, 50=\$62.50, 75=\$93.75 & 100=\$125.00

Grad Packs

Complete \$396.26, Mascot \$264.01, Spirit \$198.01 Senior \$187.26

C&G Packages

A \$124.26 (cap and gown, dip. frame A, key ring, tassel & tumbler)

B \$79.26 (cap and gown, key ring, souvenir tassel & tumbler)

C \$59.26 (cap and gown, souvenir tassel & key ring)

D \$49.26 (cap and gown & sounvenir tassel)

A few friendly reminders...

Remember to check out the additional products at the ordering table, such as the tassel, jumbo tassel and the diploma frame with picture holder.

Please print clearly on the order form, and remember how you write your name on the form is exactly the way that your name will appear on your name cards.

Make sure you provide your Height and Weight on the order form to insure you receive the correct gown.

Cap/gown/tassel packages are delivered 2-3 weeks prior to graduation.

Cap and Gowns must be paid for in FULL. If you are unable to do so, or need to work out a payment arrangement please contact our office at 512 996 9082.

Dont forget to hang up your gown when you get it to get the wrinkles out.

HEY SENIORS...

There will be many reasons to celebrate this year, BUT there will never be a good reason to drink and drive!! Have a wonderful and safe senior year and we look forward to seeing you on graduation day.

Attention Check Writers

Please make checks payable to: Balfour

We accept checks under the following conditions:

- **Please write the school and student name on all checks.
- **Postdated checks will not be accepted.
- **Temporary check not accepted for product delivery.
- **If a check is not accepted by the bank, for any reason, you agree to pay a \$25.00 processing charge.
- **All bad check settlements will be with cash, money order or credit card.
- **If not settled with our office with in 30 days, you will be turned over to a collection agency.
- **Before the delivery of any products, all returned checks must be cleared.

Making Payments

If you make a deposit on your order you are welcome to make payments at any time by:

Mail at:
Balfour
9951 Anderson Mill Road #104
Austin, Texas 78750

Please reference the school and student name!!

Person at:
Our office address above during
office hours (Mon-Thurs 11:00-
5:00 and Wed till 7:00)

Phone at:
512 996 9082

Or request a call by emailing:
info@centexbalfour.com

All balances must be paid in full before any product can be delivered or left at the school.