### REGALIA ORDER FORM Vers 1 - May 2018



**Graduand** **: Ceremony/Location: Date:**

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| Family Name: *Large upper case please* | | First Names | | | | | | | |  | Massey ID Number | | | | | | | | | | | | | |
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| Address (Street, not a P O Box) City | | | | | |  | Email | | | | | | | |  | Phone: Mobile preferred | | | | | | | | |
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| Degree, Diploma or Certificate to be awarded: | e.g. BBS | | | | | | | Please enter any prior degree  and the university here: | | | | e.g. BA India | | | | | | | | | | | | |
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**University Staff:**

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| Family Name: *Large upper case please* | | | | | | | First Names | | | | | | | | | | | | | | | | | | | | | | | | |  | Purchase Order Number | | | | | | | | | | | | | | | | | | | | | | | |
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| Department | | | | | | | | | | | | | | | | | | |  | | Email | | | | | | | | | | | | | | | | | | | | | |  | Phone: Mobile preferred | | | | | | | | | | | | |
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| Qualification | | | | |  | | | | | | | | | | | | | | | | | | Colours | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| University | | | | |  | | | | | | | | | | | | | | | | | | Administrators Name | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | |
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| **Items ordered:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Hire Fee | | | | | | | | | | **Amount to Pay** | | | | | | | | |
| **Hood** *Please state degree*  *(and the university if not Massey)* | | | | | | | | | | | | | | | e.g.BSc | | | | | | | | | | | | | | | | | | | | | | | | $20.00 | | | | | | | | |  | | | | | | | | |
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| **Stole** Worn by Massey diplomates only  State full height in cm | | | | | | | | | | | | | | | cm | | | | | | | | | | | | | | | | | | | | | | | | $20.00 | | | | | | | | |  | | | | | | | | |
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| **Gown**  *State full height in cm   (top of head to floor)* | | | | | | | | | | | | | | | cm | | | | | | | | | | | | | | | | | | | | | | | | $40.00 | | | | | | | | | $40.00 | | | | | | | | |
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| **Hat** *(Trencher or bonnet)**State head circumference in cm* | | | | | | | | | | | | | | | cm | | | | | | | | | | | | | | | | | | | | | | | | $20.00 | | | | | | | | |  | | | | | | | | |
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|  | | | | | | | | | | | | | | | unpaid orders are not accepted **Total Hire Cost :**  **(:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | |
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| **Please select a Payment Method:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Cheque**: Tick Here:  ( Make cheques payable to *Academic Dress Hire* ) | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | **Cash** / **EFTPOS**):Tick here:  only at our premises prior to closing date March) | | | | | | | | | | | | | | | | | | | | | |  | | | | | |
| **Visa/MasterCard**: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cardholder name: |  | | | | | | | | | | | | Amount to debit: | | | | | | | | | | | |  | | | | | | Cardholder signature: | | | | | | | | |  | | | | | | | | | | | | | | | | |
| Card Number: | |  |  |  | |  | |  |  |  | |  | |  | |  | |  | |  | |  | | | |  | |  | |  | |  | |  |  | Expiry Date / CSV: | | | | | | | | | | |  | | | | | | | | | |
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