# **Answers To Your Questions**

## 1. Can I Arrange a Payment Plan?

Yes Call (717) 526 4373 before placing your order. Does not cost extra.

# 2. What If I Forget or Miss the In-School Order Date?

Order online or send order by mail. DO NOT take order back to your school. Individual orders do cost more & are delivered later than the school's group order.

# 3. Deposit/Payment?

Paid in full unless a Payment Plan is arranged before placing your order. Make check payable to HERFF JONES Co Include student name, address & order # on check. Declined check or credit card....\$35.00 fee

# 4. Who Should Complete Order Form?

Please submit a completed order form. Order forms will be edited in the office, not at time of ordering. Please check your form for accuracy...name, gender, ht, wt, sizes, etc.

## 5. How Do I Order Cap n Gown?

See instructions on other side. DO NOT wait til Spring to order

#### 6. How Do I Order Online?

<u>www.highschool.herffjones.com</u> <u>www.herffjones.com/catalog</u> (view catalog) NOTE: click green tab at bottom of page to get to next page

## 7. How Do I Order a Yard Sign?

<u>www.buildasign.com</u> Your order will ship to home address. Group order pricing is available with 10+ orders. Call (717) 526 4373 for group pricing

## 8. When Will I Receive My Graduation Supplies?

At school in the Spring. Your school (admin) will provide HJ Co the official graduation date time & place. You the customer do not do that. All cap n gown orders are delivered to your school

# 9. What Is "Early Delivery"

We want seniors to receive items like t-shirts, hoodies, tassels, senior jewelry, joggers & much more on the in-school order day. Over 30 items delivered early.

## 10. Graduation Ring?

Design your ring online. See what it looks like as you design it. Finger sizing will be done at the in-school order day or check in your office for the finger sizer or request a finger sizer. Payment Option: In full, 4 Equal Payments or \$100.00 deposit at time of ordering. Full color catalog is available online (see # 6 above) & in your HS Office

# 11. Who Do I Contact With Other Questions?

jcrouse@herffjones.com Mr Jeff Crouse (717) 526 4373

**CONGRATULATIONS Class of 2022**