

2018 Herff Jones Cap and Gown Information

Questions and Answers:

When do I need to order?

Orders can be placed anytime. You can order on-line at highschool.herffjones.com beginning October 2017. After February 23, 2018 the only announcements available will have a generic "Class of 2018" seal. Your custom Calvert announcement will not be available.

If I gave you my size at the meeting do I need to order a cap and gown?

Yes, the card you filled out at the class meeting was a reservation. By completing the card you guaranteed that we will have a cap and gown for you. This was not an order. The cost of your cap and gown is **\$35.00** plus handling and tax and should be ordered in section 4 of the order form.

Should I use my real (formal) name or my nickname?

A formal name is appropriate for your announcements. A casual name may be used for items such as party invitations and personalized note cards.

When will I receive my graduation supplies?

Orders received by 11/21 will be delivered to school Mid-February.

Orders received by 12/22 will be delivered to school Mid-March. **Shipping fee increases to \$15 after January 12th.**

Orders received by 2/23 will be delivered to school in late April.

Orders received by 2/23 will be generic announcements and will be delivered directly to your home.

ALL CAPS AND GOWNS WILL BE DELIVERED TO SCHOOL MAY 16TH AND 17TH.

Who do I pay?

Make checks* payable to Herff Jones. We also accept cash, money order and major credit cards. Once an order has been placed you may make payments to the address listed below or on-line at www.highschool.herffjones.com. Be sure to include the student name, and school name with all payments. **Please note the maximum penalty allowed by the State of Maryland will be applied to any returned check.*

Can I still get a graduation ring?

Yes. See our representatives during the in-school dates. A separate \$100 deposit is required for your ring order.

Herff Jones Office (email is best)

Phone: 410-257-5657

Fax: 410-257-6631

Email: schoolrings@aol.com

Website: highschool.herffjones.com

Herff Jones

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Owings, Maryland 20736