

# ORDER FORM GRADUATION ANNOUNCEMENTS AND ACCESSORIES



Please use a ballpoint pen and press firmly. Use upper and lowercase letters as appropriate. Formal name is used for Name Cards, Personalized Note Cards, Mini Diplomas and Return Address Labels.

## 1. FILL OUT YOUR STUDENT CONTACT INFORMATION

▼ PRINT FORMAL NAME BELOW (FIRST, MIDDLE, LAST in upper and lowercase letters)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

▼ MAILING ADDRESS

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

▼ CITY

\_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

▼ SCHOOL NAME

\_\_\_\_\_

MALE  FEMALE

I AM INTERESTED IN A CLASS RING  
 I AM INTERESTED IN A LETTER JACKET

ORDER DATE (MM/DD/YY)  
 \_\_\_\_/\_\_\_\_/\_\_\_\_

Check here to receive email news and offers from Balfour.com  Parent  Student

PARENT'S EMAIL ADDRESS (IMPORTANT)

\_\_\_\_\_

STUDENT'S EMAIL ADDRESS

\_\_\_\_\_

## 2. CHOOSE YOUR GRAD PACK

ENTER GRAD PACK PRICE \$ \_\_\_\_\_

<input type="checkbox"/> A Deluxe \$303.00	<input type="checkbox"/> B \$154.50	<input type="checkbox"/> C Memory Maker \$106.50	<input type="checkbox"/> D Basic \$73.00
50 Announcements 50 Deluxe Name Cards 2 Announcement Tissue Inserts 2 Return Labels 2 Personalized Thank You Notes 4 Grad Pack Party Invitations 2 Envelope Seals 1 Jumbo Tassel 1 Senior Memory Book 1 Silvertone Key Ring 1 Class of 2020 Fleece Blanket 1 Announcement and Photo Keepsake 1 Class of 2020 Drawstring Bag	35 Announcements 50 Deluxe Name Cards 1 Announcement Tissue Insert 1 Return Address Label 1 Personalized Thank You Notes 1 Envelope Seals 1 Jumbo Tassel 1 Silvertone Key Ring 1 Class of 2020 Fleece Blanket 1 Announcement and Photo Keepsake	25 Announcements 50 Deluxe Name Cards 1 Announcement Tissue Inserts 1 Return Address Labels 1 Personalized Thank You Notes 1 Envelope Seals 1 Silvertone Key Ring	25 Announcements 50 Regular Name Cards 1 Envelope Seals 1 Return Address Labels

## 3. SUPPLEMENT OR ITEMIZE YOUR ORDER

	QTY	PRICE	SENIOR HATS (Circle size as needed)	QTY	PRICE
1 Official Graduation Announcements (includes matching inner and outer envelopes) \$1.50 each <input type="checkbox"/> 25 \$37.50 <input type="checkbox"/> 50 \$75.00 <input type="checkbox"/> 75 \$112.50 <input type="checkbox"/> 100 \$150.00 <input type="checkbox"/> Other (Your name is not included in announcement. Select and continue to line 2 or 3 to order name cards.)		\$	28 Black Clover-20 Lucky Square #1 Snapback Hat - Black DS [ ]	\$30.00	\$
2 Name Cards: <input type="checkbox"/> Regular 50 \$12.50 <input type="checkbox"/> Deluxe 50 \$17.50 <input type="checkbox"/> Regular 100 \$22.50 <input type="checkbox"/> Deluxe 100 \$27.50 <input type="checkbox"/> Regular 200 \$35.00 <input type="checkbox"/> Deluxe 200 \$40.00	3	\$	30 Ahead-Class of '20 Adjustable Hat-White DS [ ]	\$15.00	\$
4 Announcement Tissue Inserts (25/pk)		\$6.50	30 Ahead-Class of '20 Adjustable Hat-Black DS [ ]	\$15.00	\$
5A Return Address Labels (60/pk)		\$9.50	31 Black Clover-20 Lucky Square Snapback Flat Hat - Grey DS [ ]	\$30.00	\$
5B Envelope Seals (25/pk)		\$7.50	36 Black Clover-20 Lucky Heather Stretch Fitted Hat - Grey S/M - L/XL DS [ ]	\$30.00	\$
6A Personalized Thank You Notes (25/pk) <input type="checkbox"/> White <input type="checkbox"/> Ivory \$17.50 [ ] Additional Box \$15.00		\$	38 Black Clover-20 Jaybird #6 Adjustable Hat - Black DS [ ]	\$28.00	\$
6B Thank You Notes (25/pk) <input type="checkbox"/> White/Gold <input type="checkbox"/> White/Silver <input type="checkbox"/> Ivory/Gold		\$10.00	42 Black Clover-20 Lucky Square #6 Snapback Hat - White DS [ ]	\$30.00	\$
7 Deluxe Inner Envelopes (10/pk)		\$6.50	43 Black Clover-20 Lucky For U #4 Adjustable Hat - Pink DS [ ]	\$28.00	\$
8 Party Invitations (10/pk) <input type="checkbox"/> White <input type="checkbox"/> Ivory		\$15.00	77 Black Clover-Hunt Lucky #6 Stretch Fit Hat-Camo S/M - L/XL DS [ ]	\$30.00	\$
			82 Seniors Beanie - Black DS [ ]	\$20.00	\$
			84 Class of 2020 Glitch Cap-Flexfit Trucker DS [ ]	\$20.00	\$
			90 Class of 2020 Seniors - Nike Hat - Adjustable - Navy DS [ ]	\$30.00	\$

## SENIOR SHIRTS (Circle size as needed)

16 Women's 2020 Arena T-Shirt - Black/White XS - S - M - L - XL - XXL - 3XL DS [ ]	\$25.00	\$
17 2020 Essential Long Sleeve Tee - Black S - M - L - XL - XXL - 3XL DS [ ]	\$25.00	\$
23 Women's 2020 Scoop Neck T-Shirt - Black XS - S - M - L - XL - XXL - 3XL DS [ ]	\$20.00	\$
27 Nike-Men's I'm Done 2020 T-Shirt S - M - L - XL - XXL DS [ ]	\$32.00	\$
32 Under Armour-Men's 2020 No Limits T-Shirt S - M - L - XL - XXL DS [ ]	\$32.00	\$
34 Ahead-Instant Classic Class of '20 T-Shirt S - M - L - XL - XXL DS [ ]	\$25.00	\$
37 Nike-Women's I'm Done 2020 T-Shirt S - M - L - XL - XXL DS [ ]	\$32.00	\$
41 Under Armour-Women's Class of 2020 T-Shirt S - M - L - XL - XXL DS [ ]	\$32.00	\$
44 Under Armour-Men's Class of 2020 T-Shirt S - M - L - XL - XXL DS [ ]	\$32.00	\$
45 Under Armour-Women's 2020 No Limits T-Shirt S - M - L - XL - XXL DS [ ]	\$32.00	\$
46 Seniors '20 I'm Done T-Shirt-Black S - M - L - XL - XXL - 3XL - 4XL DS [ ]	\$18.00	\$
47 2020 Just 4 You Crew T-Shirt - Charcoal S - M - L - XL - XXL - 3XL DS [ ]	\$20.00	\$
48 Palm Tree 2020 T-Shirt - White S - M - L - XL - XXL DS [ ]	\$20.00	\$
49 Letterpress 2020 T-Shirt - Black S - M - L - XL - XXL DS [ ]	\$20.00	\$
50 2020 American T-Shirt - Red S - M - L - XL - XXL DS [ ]	\$18.00	\$
51 Class of 2020 Bye T-Shirt - Blue S - M - L - XL - XXL DS [ ]	\$18.00	\$
52 Seniors Stacked 2020 T-Shirt - Mint S - M - L - XL - XXL DS [ ]	\$18.00	\$
53 20 Glitch T-Shirt - Black S - M - L - XL - XXL - 3XL - 4XL DS [ ]	\$20.00	\$
54 Badge 2020 T-Shirt - Black S - M - L - XL - XXL - 3XL - 4XL DS [ ]	\$18.00	\$
55 Future is 2020 T-Shirt - Purplish Pink S - M - L - XL - XXL - 3XL - 4XL DS [ ]	\$20.00	\$
56 Peace Seniors 2020 T-Shirt - White S - M - L - XL - XXL DS [ ]	\$20.00	\$
57 Throwback Jersey '20 Vintage T-Shirt - Heather Blue S - M - L - XL - XXL DS [ ]	\$20.00	\$
58 2020 Our Time Is Now T-Shirt - Pink S - M - L - XL - XXL DS [ ]	\$18.00	\$
59 20 Best You've Ever Seen T-Shirt - Heather Navy S - M - L - XL - XXL DS [ ]	\$20.00	\$
60 Seniors '20 I'm Done T-Shirt-White S - M - L - XL - XXL - 3XL - 4XL DS [ ]	\$18.00	\$
61 2020 Vintage Dark Grey T-Shirt XS - S - M - L - XL - XXL DS [ ]	\$25.00	\$
91 Seniors 2020 Promo Stencil Tee - Grey S - M - L - XL - XXL - 3XL - 4XL DS [ ]	\$15.00	\$

## SENIOR ACCESSORIES & KEEPSAKES

75 2020 Kroakies DS [ ]	\$8.00	\$
76 2020 Sherpa Blanket DS [ ]	\$50.00	\$
78 Picture Name Card Portfolio DS [ ]	\$10.00	\$
80 2020 Drawstring Bag DS [ ]	\$15.00	\$
83 2020 Fleece Blanket DS [ ]	\$28.00	\$
85 Deluxe Appreciation Gift DS [ ]	\$17.00	\$
87 2020 PatchSack w/ Patch DS [ ]	\$20.00	\$
88 Personalized Nameplate [ ] \$5.00	\$	\$
89 Lasting Impressions Memory Book DS [ ]	\$22.50	\$
92 Jumbo DS [ ]	\$8.00	\$
93 Seniors No Limits Lanyard DS [ ]	\$10.00	\$
94 Remember the Adventure Memory Book DS [ ]	\$22.50	\$
95 2020 Silvertone Key Ring DS [ ]	\$10.00	\$
96 2020 Smart Pocket DS [ ]	\$6.00	\$
97 2020 Charm Necklace DS [ ]	\$20.00	\$
98 2020 Phone Holder DS [ ]	\$8.00	\$
99 Seniors Decal (2/pk) DS [ ]	\$8.00	\$
100 Announcement & Photo Keepsake DS [ ]	\$8.25	\$
101 2020 Silvertone Bracelet DS [ ]	\$20.00	\$
102 Seniors No Limits Shortie Lanyard DS [ ]	\$10.00	\$
103 2020 Sunglasses DS [ ]	\$10.00	\$
104 Seniors No Limits Koozie DS [ ]	\$8.00	\$
105 2020 EmbossTech Patch DS [ ]	\$7.00	\$
106 2020 EmbossTech Bottle DS [ ]	\$25.00	\$
107 Insulated 17oz Water Bottle-I'm Done DS [ ]	\$20.00	\$
108 2020 EmbossTech Tumbler DS [ ]	\$25.00	\$

## SENIOR HOODIES & PULLOVERS

15 Class of 2020 Essential Hoodie - Black S - M - L - XL - XXL DS [ ]	\$40.00	\$
18 Frost Grey Sherpa 1/4 Zip Pullover S - M - L - XL - XXL - 3XL DS [ ]	\$50.00	\$
19 Women's 2020 Pom Teal Jersey Sweatshirt XS - S - M - L - XL - XXL DS [ ]	\$45.00	\$
20 Women's 2020 Pom Jersey Hoodie - Grey/Maroon XS - S - M - L - XL - XXL DS [ ]	\$45.00	\$
21 Class of 2020 Varsity Hoodie - Grey/Black XS - S - M - L - XL - XXL DS [ ]	\$45.00	\$
22 Women's 2020 Rally Lace Up Pullover - Grey XS - S - M - L - XL - XXL - 3XL DS [ ]	\$45.00	\$
24 2020 Black Sherpa 1/4 Zip Pullover XS - S - M - L - XL - XXL - 3XL DS [ ]	\$50.00	\$
25 2020 Rally Crew Pullover - Heather Grey S - M - L - XL - XXL DS [ ]	\$40.00	\$
26 Women's 2020 Cozy Crew Pullover - Grey XS - S - M - L - XL - XXL - 3XL DS [ ]	\$45.00	\$
79 Seniors 2020 Promo Badge Hoodie S - M - L - XL - XXL - 3XL - 4XL DS [ ]	\$40.00	\$

## SENIOR PANTS, LEGGINGS & SHORTS

09 Women's 2020 Varsity Athletic Shorts XS - S - M - L - XL - XXL DS [ ]	\$23.00	\$
10 Men's Class of 2020 Mesh Athletic Shorts S - M - L - XL - XXL DS [ ]	\$23.00	\$
11 Women's 2020 Love Em Longer Leggings XS - S - M - L - XL - XXL DS [ ]	\$28.00	\$
12 Men's Class of 2020 Jogger Sweatpants S - M - L - XL - XXL DS [ ]	\$32.00	\$
13 Men's Class of 2020 Flannel Pajama Pants S - M - L - XL - XXL DS [ ]	\$30.00	\$
14 Women's 2020 Neon Flannel Pants S - M - L - XL - XXL DS [ ]	\$30.00	\$

## SENIOR SOCKS

29 <input type="checkbox"/> Class of 2020-Blue/Teal <input type="checkbox"/> Two Thousand And Twenty-Red/Grey <input type="checkbox"/> See Ya 2020 <input type="checkbox"/> Goat 20 <input type="checkbox"/> I'm Done 2020 <input type="checkbox"/> I Love Band <input type="checkbox"/> Senior 20 Rainbow DS [ ]	\$15.00	\$
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Column 1 Product Subtotal \$ \_\_\_\_\_

Column 2 Product Subtotal \$ \_\_\_\_\_

## ENTER YOUR PAYMENT INFORMATION

ACCOUNT NUMBER: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

VISA  MC  AMEX  DISCOVER  EXPIRATION DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ CODE: \_\_\_\_\_

PRINT CARDHOLDER'S NAME: \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS (If cardholder's billing address is different from above student's address, fill out information below).  
 \_\_\_\_\_  
 \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_  
 CARDHOLDER AGREES PAYMENT MAY BE CHARGED BEFORE GOODS ARE DELIVERED.

COMPANY TO CHARGE  SALES OFFICE TO CHARGE



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## OFFICE USE ONLY

DEPOSIT	\$
FULLY PREPAID	\$
CASH	\$
CHECK	\$
CHECK NUMBER	#
WIRE APPROVAL	#

**Balfour Indiana LLC**  
 Monte Reed  
 502 Red Fox Run  
 Arcadia, IN 46030  
 317-606-8366  
 montereed-balfour@outlook.com

## 4. TOTAL

GRAD PACK PRICE	\$
COLUMN 1 PRODUCT SUB TOTAL	\$
COLUMN 2 PRODUCT SUB TOTAL	\$
PRODUCT TOTAL	\$
Package Handling	\$ 19.95
Subtotal	\$
7% to every order Sales Tax	\$
TOTAL	\$
Non-Taxable Total	\$
Amount Paid	\$
Remaining Balance	\$

ALL ORDERS WILL BE AUDITED AND ERRORS CORRECTED.