

Faculty Regalia Rental Order Form

Name: _____ Department: _____

Email: _____ Phone: _____

UGA ID #: _____

Department Convocation, UGA Commencement, or both? _____

Please complete each section of the order form so we can customize your graduation outfit just for you:

Height: _____ Weight: _____ Cap Size: _____ (inches or S/M/L/XL)

Degree Type: (Circle one)

Master

Specialist

Doctor

PhD

Other (please specify): _____ Field of Study (i.e., Art, Law, etc): _____

Faculty Orders Only

School Where Degree Was Received:

City: _____ State: _____

Items Ordered

Gown: _____ Hood: _____

Tam: _____ Cap: _____

Other: _____

Please send in all orders to bookstor@uga.edu

***Faculty members who are placing a rental order beyond 03/28/2022 will be responsible for \$20 late fee, due to rush shipping.**

*** This late fee is a personal fee, not a department or commencement account charge.***

No Faculty Rentals will be taken after 04/05/2022

Rental Return Policy

All rental regalia items must be returned within 10 business days following the ceremony. Failure to return rental items before the given deadline will result in being charged full cost of the rental package. By signing below you are in agreement with this policy.

Signature: _____

Date: _____

If you have any questions, please email Nikki Grant (Operations Manager) at k.grant@follet.com