

September 23, 2019

GRADUATION NOTICE

I. **GRADUATION DATE:** Tuesday, June 23, 2020 (Tentative)

II. **GRADUATION EXPENSES:**

1. Required Expenses- for all graduates

Gown	\$19.00
Diploma Case	\$ 8.00
Graduate's T-shirt	\$ 8.00
Printing (Diplomas, Programs, Yearbook, Awards etc.)	<u>\$45.00</u>
Total:	\$80.00

2. Optional Expenses:

Class Picture	\$12.00
Autograph Album	\$ 9.00
Graduation Ring	\$55.00
Graduation Necklace	\$12.00
Graduation Stick Pin	\$10.00

III. **DIRECTIONS FOR PLACING ORDER:**

Please complete the Order Slip below. Remember to indicate the T-Shirt size and any optional items you wish to purchase.

- For each item desired, write the price of the item in the appropriate space. Add the column, including the required expenses and enter this total at the bottom of the column on the line marked "Amount Enclosed."
- Enclose the Order Slip and a money order made out for the exact amount to: P.S. / I.S. 104.
NO PERSONAL CHECKS WILL BE ACCEPTED.
- Envelopes are due on Friday, November 15, 2019.

Thank you for your cooperation.

Marie J. DiBella
Principal

GRADUATION 2020 ORDER SLIP

*Please enter, in the space below on the right, the price of the optional item(s) you are ordering.
*Then enter the grand total at the bottom.
Also, please enter the size you want for the t-shirt.

Graduate's T-shirt	Size_____
Required Expenses	\$80.00

***Optional Items:**

Class Picture	\$12.00	_____
Autograph Album	\$ 9.00	_____
Graduation Ring	\$55.00	_____
Graduation Necklace	\$12.00	_____
Graduation Stick Pin	\$10.00	_____
*Grand Total (Amount Enclosed)	\$	_____

Graduate's Name _____
Parent's Signature _____

Class _____
Date _____