UNIVERSITY OF ILLINOIS

GRADUATION ANNOUNCEMENT ORDER FORM

To order by phone, call 217-333-2050. To order by fax, call 217-333-4113.

To order by mail, send to: Illini Union Bookstore 809 S. Wright St. Champaign, IL 61820

OR STOP BY! University of Illinois Illini Union Bookstore (corner of Wright and Daniel)

Print your name, degree, and major exactly how you want it to appear in your announcement. PRINT NEATLY!

"No refunds or exchanges for custom orders."

First Name Middle Name/Initial Last Name

Degree (Examples: Bachelor of Arts; Bachelor of Science; Master of Business Administration)

Major (Examples: History, Biology, Engineering, Education)

Graduation Date - All announcements will carry the date of MAY 17, 2015 unless alternate date/time/place is listed below:

DATE: __________________ TIME: __________________ PLACE: __________________

GRAD PACKAGE: 25 Personalized Graduation Announcements
25 Custom Column I Thank You Cards
25 Etiquette/Column I Envelope Seals

☐ 1 Pkg ☐ 2 Pkgs ☐ Other _______

$65.00 Per Pkg $

PERSONALIZED GRADUATION ANNOUNCEMENTS/PACKAGE OF 25
Includes 25 inner envelopes and 25 outside envelopes

☐ 1 Pkg ☐ 2 Pkgs ☐ Other _______

$37.50 Pkg of 25 $

MINIMUM PER ORDER: 25 ANNOUNCEMENTS

ADDITIONAL ANNOUNCEMENTS
Includes inner envelopes and outside envelopes

☐ 1 Pkg ☐ 2 Pkgs ☐ Other _______

$1.50 Each $

CUSTOM COLUMN I THANK YOU CARDS/PACKAGE OF 25
Say thanks with these fine notecards! Includes 25 envelopes.

☐ 1 Pkg ☐ 2 Pkgs ☐ Other _______

$22.99 Pkg of 25 $

CUSTOM SEAL INFORMAL NOTECARDS/PACKAGE OF 10
Includes 10 envelopes.

☐ 1 Pkg ☐ 2 Pkgs ☐ Other _______

$8.95 Pkg of 10 $

ETIQUETTE-ENVELOPE SEALS/PACKAGE OF 5
Blue foil Column I seal. Adds a touch of class!

☐ 1 Pkg ☐ 2 Pkgs ☐ Other _______

$1.50 Pkg of 5 $

Shipping Address: NO P.O. Boxes (Shipping: UPS) Allow 2 weeks for delivery.

Name______________________________________________________

Address_________________________________________________________________________

City__________________________________________________________

State__________________ Zip Code_____________________________

Tel. No.__________________________ E-Mail________________________

Payment Method: ☐ Check ☐ VISA ☐ MasterCard ☐ Discover ☐ AMEX

Account No ___________ ___________ ___________ ___________ ___________ ___________ ___________

Expiration Date ___________ / ___________ CID ___________

Cardholder’s Name__________________________________________

Cardholder’s Signature_____________________________________

Sub-Total $

IL Sales Tax 9.0%

OUT-OF-STATE TAX SEE BELOW $

Shipping & Handling SEE CHART BELOW $

TOTAL $

Shipping & Handling Chart
Up to $25.00 $8.00
$25.01-$50.00 $10.00
$50.01-$100.00 $12.00
Over $100.00 $15.00

Customer Service for the follow states’ sales tax: IN, MA MI, MN, NY, NV

OH, SC, WI, VA

PLEASE MAKE CHECK PAYABLE TO: UNIVERSITY OF ILLINOIS

Order Taken By: _____________________________

Order Date: _____________________________