

Vancouver Island University
Masters Student Regalia Rental Form
Spring 2010 Convocation Ceremony
May 31 and June 1, 2010

Deadline to order regalia *Friday, March 19, 2010*

Orders can be processed by mail, at the Bookstore, by email to bookstore@viu.ca or by fax 740-6460

LATE ORDERS WILL NOT BE ACCEPTED

Name:		Student #	
Address:			
Email:			
Phone:		Height (<u>with</u> shoes):	

DEGREE

- Masters of Business Administration
 Masters of Education in Educational Leadership

RENTAL COST:

Please note that all students must wear the gown, the hood, and the hat to the ceremony.

Gown Rental	Yes	No	\$ 14.99
Hood Rental	Yes	No	\$ 9.99
Hat and Tassel Purchase	Yes	No	\$ 8.99
	Subtotal		
	GST (5%)		
	PST (7%)		
	Subtotal		
	Deposit		\$50.00
	Total		

**** Do you require full fit (x-large fit)** yes _____

Payment by: VISA ; M/C ; AMEX ; Debit ; Check ; Cash ; Cashier: _____

VISA, M/C or AMEX: _____	Expiry: _____
Security # on back of card: _____	
Name on Card: _____	Daytime Phone: _____

Please Note:

- Regalia pick up is available after **Thursday, May 27, 2010** at the Bookstore.
- Return regalia after the ceremony at The Port Theatre or by **Thursday, June 3, 2010**, at the Bookstore.
- Deposit will be refunded on return of gowns and hoods in good condition.
- No refund of rental fees on unclaimed rentals.
- \$5 per day late fee on unreturned regalia will be charged after **Thursday, June 3, 2010**.

Regalia Picked up _____
Signature

Regalia Returned _____
Signature