

READ ME! IMPORTANT GRAD INFO!!!

It's time to order!

ORDERING OPTIONS

1. **ONLINE** - www.jostens.com IF YOU HAVE NOT MADE A PAYMENT, YOUR ORDER HAS NOT BEEN PLACED.
2. **BY PHONE** - 1 (800) JOSTENS (567-8367)
3. **MAIL IN** - See instructions below

DEADLINES

Mail-in: Postmarked by **NOVEMBER 10TH** Online and Phone: **NOVEMBER 20TH**

IMPORTANT NOTES


After the deadline: 1. The price for the cap and gown unit will be higher. 2. Custom Graduation Announcements will convert to a semi-custom version on white paper.


How to order by Mail with payment by Check / Money Order / Deposit

1. Go to www.jostens.com
2. Click on "Find my school" and enter the name of your school (confirm City and State).
3. Choose items you would like to order and place them in the Cart.
4. When you get to the payment information section, click on "print form to order in school"
However, **do not** bring to school. Order form **must** be mailed.


Example of Payment section on jostens.com below


How would you like to pay?


Online Banking 

Credit/Debit card 

Print form to order in school
and mail with check
~~Print an order form to bring to your school and pay your Jostens representative at the order table.~~
1. Create an order form using the "Create Order Form" button at the bottom of this page.
2. ~~Print order form and bring it to the Jostens representative at your school on order day~~
and mail with check

3 payments over 3 months 

PayPal account 

PayPal Credit 

5. **Mail form with payment. Do not** bring to school. Pay in full or with minimum deposit of \$75. Jostens will email you a balance due invoice to pay later. Make check, or money order payable to: **JOSTENS SERVICE CENTER -5673, P.O. BOX 512, OWATONNA, MN 55060**