

# Hardaway Seniors... Cap & Gown and Graduation Announcement Info.

Our records indicate you may have not yet ordered your custom high school cap and gown and graduation announcements from Balfour.

Choose one of the following easy ways to place your order **by February 16<sup>th</sup>, 2018**

1. Order on-line at [www.balfourcentral.com](http://www.balfourcentral.com)
2. At school on the following day: **February 1<sup>st</sup>, During All Lunches**

**Cap & Gown Information-** Cap & Gown Graduation Fee is \$44.00 and may be paid at school on February 1<sup>st</sup> during all lunches. Late fees will apply after February 1<sup>st</sup>. You may also order your cap and gown online at [www.balfourcentral.com](http://www.balfourcentral.com).

Below is a digital sample of the Balfour custom engraved announcement for Hardaway High School. Each announcement comes with matching inner and outer envelopes and slots on the inside for the student name cards. Please remember to order name cards (with your students formal name) as this is the only way the announcements will be personalized.

Using one of the two methods above, you must place your order by:  
**February 16<sup>th</sup>.**

The announcement is on Ivory paper with red & gold foil.



Questions: Please call us at (770) 252-1515  
If you have already placed your order, please disregard this letter.

If you are unable to order by February 16<sup>th</sup>, you may still place your graduation announcement order online at [www.balfourcentral.com](http://www.balfourcentral.com). **Please Note:** Orders placed prior to February 16<sup>th</sup> will be delivered at school. You will receive notification as to the exact date, time, and location of this delivery via postcard. All orders placed on or after February 16<sup>th</sup> will ship directly to your home depending on date order is placed. Additional shipping may apply. Cap and Gowns will be delivered at school on March 21<sup>st</sup> and 22<sup>nd</sup>.