

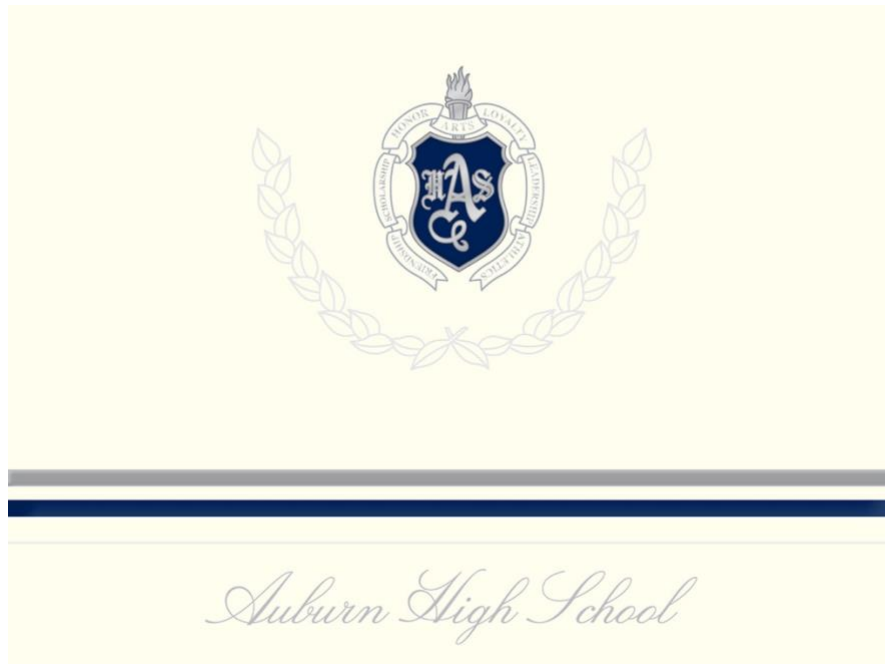
Attention Seniors: Balfour will be at the school on Thursday, November 5th from 8:00-3:30, and Friday, November 6th during all lunches to collect orders. They will be located in the lobby off the Athletics Building to help you order your graduation supplies. Attached you will find the brochure, FAQ's, and the digital image of the Official School Announcement. Please note- this year the Official Announcement will be personalized eliminating the need for name cards. These announcements will be the traditional foiled and engraved announcement from years past. Balfour offers different money saving packages with the most popular being the Tiger Package which includes everything you need for Graduation.

Please watch the following presentation from our Balfour representative Pearson Alsobrook

Video Link: [Auburn High School Senior Presentation](#)

If you haven't received a packet, extras are available in the front office.

If you have any questions please contact Mr. Alsobrook at 334-821-0613 or by email pd.alsobrook@gmail.com



F A Q's

- **When and where do I place my order?** Orders will be taken at the school on **Thursday, November 5th from 8:00-3:30 and Friday, November 6th during all lunches.**
- **How much do I need to pay?** All orders must be paid for in full.
- **What payment methods are accepted?** You can pay by personal check (made payable to “Balfour Company” – with student name in memo line), cash, money order, debit card or credit card.
- **Is there a late fee for ordering after the in-school date?** Yes, a late fee must be added to any mail-in order. See line 25 for late fees on orders sent in between in-school date and May 1st. You can order graduation items (announcements, t-shirts, graduation fee, etc.) as late as March 15th on this order form.
- **Do I add the \$10.00 Package and Handling Fee?** Yes, regardless of the items you order, the \$10.00 P&H fee must be added to get your “Product Total” amount.
- **Do prices include Sales Tax?** No, you must add 9% sales tax to the “Product TOTAL” amount you get on your order form.
- **Can I use a previous graduate’s cap and gown?** No, because of the special dye lots that are used for the gowns, all gowns must be ordered each year to ensure matching regalia.
- **What are Line items included in the packages?** If you are ordering the Spirit or the Deluxe package you will have the opportunity to pick any items on line # 7-16 (EXCLUDING PREMIUM ITEMS.) Premium items include line # 13 and 14. If you would like to select a premium item you must add \$10.00 to the package price. When you fill out your order form please specify which items you are selecting and which size you would like.
- **What if I’m not sure about my graduation status? Should I still order in November?** Absolutely Yes! We refund all money paid (less items received) for graduation items (announcements, name cards, cap and gown etc.) if our office is notified in writing by March 5th. You can cancel your cap and gown and get a complete refund on it if you notify us in writing no later than May 15th.

***Get everything you need for graduation
with the new Tiger Package!***