

USE THIS FORM TO HIRE YOUR ACADEMIC ATTIRE



Academic Apparel Industries cc OFFICIAL SUPPLIER TO UKZN

info@academicapparel.co.za

HEAD OFFICE

54 Park Street, Box 62505, Tel: (031) 306 0628
Durban, Bishopsgate, Fax: (031) 306 0629
4000, 4008, RSA

BRANCH OFFICE

219 Voortrekker Rd, Box 1649, Tel: (021) 948 9127
Bellville, Sanlamhof, Fax: (021) 949 0313
7543, 7532, RSA

UNIVERSITY OF KWA-ZULU NATAL 2010

✓ **STEP 1.** Please tick the items that you require for hire from the table at the bottom of the page. Place tick in the block provided.

✓ **STEP 2.** Kindly complete your personal details in the space provided. Please print clearly.
Note: Ensure that you have read and understood the Conditions of Hire and the Declaration and signed your acceptance.

✓ **STEP 3.** Deposit TOTAL HIRE CHARGE (latest 10 days prior to Ceremony) into the following bank account:

NAME OF BANK: NEDBANK	ACCOUNT NO: 1301 312002
NAME OF ACCOUNT: ACADEMIC APPAREL HIRE	BRANCH CODE: 130126
	BRANCH: MUSGRAVE

PLEASE USE YOUR NAME AND SURNAME AS A REFERENCE WHEN DOING YOUR DEPOSIT – KEEP YOUR ORIGINAL PROOF OF PAYMENT AS IT NEEDS TO BE PRODUCED WHEN YOU ARE COLLECTING YOUR OUTFIT.

✓ **STEP 4.** Fax the bank stamped Deposit Slip together with the completed tear off section from below to (031) 306 0629.

✓ **STEP 5.** HIRED OUTFITS ARE TO BE COLLECTED FROM THE GRADUATION VENUE ON THE DAY OF YOUR CEREMONY FROM 3 HRS BEFORE YOU ARE TO BE SEATED. PLEASE ENSURE THAT YOU HAVE YOUR ORIGINAL PROOF OF PAYMENT AND YOUR IDENTITY DOCUMENT WHEN COLLECTING.

✓ **STEP 6.** Hired outfits must be returned within an hour after the conclusion of the ceremony to collect IDENTITY DOCUMENTS or refund if applicable.

CUT ALONG DOTTED LINE AND FAX WITH DEPOSIT SLIP TO: 031 3060629

PERSONAL DETAILS

Surname: _____	Tel. No: _____
Name: _____	Cell No: _____
Address: _____	Name of Degree Completed: _____
_____	Height (top of head to heel): _____ cm
_____ Code: _____	Cap: _____ cm
	Date and time of Graduation: _____

Conditions of Hire:

- Penalty of R20 per garment per day for late returns.
- Please produce IDENTITY DOCUMENT and ORIGINAL DEPOSIT SLIP when collecting.

Declaration:

I, the undersigned hereby promise to return all hired garments, immediately after the graduation Ceremony. I pledge my IDENTITY DOCUMENT or R200 deposit as a guarantee to return the hired garments.

Signature: _____

Date: _____

HIRE CHARGES

CERTIFICATES (GOWN, SASH AND CAP)		BACHELORS (GOWN, HOOD AND CAP)		HONOURS & DIPLOMA (GOWN, HOOD AND CAP)		MASTERS (GOWN, HOOD AND CAP)		DOCTORATES (GOWN, HOOD AND CAP)	
R 150.00		R 175.00		R 185.00		R 210.00		R 520.00	

FOR OFFICE USE ONLY(UKZN 04/10)

NO. OF ITEMS		REFUND		PAID		RECEIPT NO.	
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