

Log # _____



Commencement Order Form

To order a video recording of your commencement please fill out this form and return it with the appropriate payment to the address below. **All orders are sent via USPS First Class Mail.**
(Please allow 3 – 4 weeks for shipping)

All orders must be paid by Visa, Master Card or check. (Please write Visa/MC info in the space on the bottom of this form.) **Make checks payable to Western Washington University.**
This form must accompany your payment. Your order will be shipped to your address below:

First Name: _____ Last Name: _____

Address: _____

City: _____ State: _____ Zip code: _____

Phone: _____ Email: _____

Quarter:	Year: _____	Number of copies:		Price:
..	Fall (December)	DVD _____	@ \$21.74 each	_____
..	Winter (March)	VHS _____	@ \$16.31 each	_____
..	Spring, 1 st Ceremony (9 am)	(Note: DVD and VHS prices include 8.7% Washington sales tax.)	Shipping & Handling	+ 5.00
..	Spring, 2 nd Ceremony (12:30 pm)			
..	Spring, 3 rd Ceremony (4 pm)			
..	Summer (August)			
			Total Due:	_____
<i>Checks should be made out to Western Washington University.</i>				

Return order form and payment to:

University Cashier, MS-9004

Western Washington University - 516 High Street - Bellingham, Washington 98225-9004

Phone: (360) 650-2930 – Fax: (360) 650-3291

C	INDX	FUND	ORGN	ACCT	PROG	ACTV	LOCN	AMOUNT	DETAIL
1	FIRE	30076	4950	G352	850LOS	EQPVID			

(Note to Cashiers Office – Please forward this form to Video Services at MS-9059)

Please use this area for you credit card information.

Name: _____ Date: _____

For: _____ Amount: _____

Daytime Phone: _____ Exp. Date: _____

Visa / MC # _____ / _____ / _____ / _____ V-Code # _____