Office Use Only - Check All That Apply **Student Name**

Uniform pickup			
Contract signed by parent	YES NO		
Contract signed by student	YES NO		
Rental fee received	YES NO	Ck #	Cash
Shirt fee received	YES NO	Ck #	Cash
Name on check if different than student			

Women's Items	Size	Taken/Inv No.	Order
Dress			
Top			
Skirt/pant			
Garment Bag			
Hanger			
Measurements for ordering	Bust	Waist	Hip/Height

Men's Items	Size	Taken/Inv No.	Order
Dress shirt			
Jacket			
Pant			
Tie			
Cummerbund			
Garment Bag			
Hanger			
Measurements for ordering	Neck/Sleeve	Waist	Chest/Height

Uniform Return	Yes	No
Uniform Clean		
Uniform Dirty		
Dry cleaning receipt/bag (tux)		
Dry cleaning fee charged		
Uniform Damaged		
Replacement cost fee collected		