



# HOUSE OF GRADUATES

▶ **DBN:** 110 Umhlanga Rocks Drive, Durban North

▶ **PTA:** 1166 Francis Baard Street, Hatfield, Pretoria

▶ **CPT:** Unit 7A Nobel Park Shopping Centre, Avondstil

▶ **TRADING HOURS:** Mon- Fri, 08h00- 17h00 & Sat, 08h30- 13h00

▶ **WHATSAPP:** 072 705 2824

▶ **NATIONAL CALL CENTRE:** 031 301 8015

✉ [orders@houseofgraduates.co.za](mailto:orders@houseofgraduates.co.za)

## COASTAL KZN TVET COLLEGE

### ORDER FORM FOR GRADUATION ATTIRE: 2025

Dear Graduand,

Congratulations on your achievement! House of Graduates is proud to be your **OFFICIAL SUPPLIER** of graduation attire on this memorable occasion. Please read all the information provided on this order form carefully.

Please note:

- **COASTAL KZN TVET COLLEGE DOES NOT PERMIT THE USE OF UNOFFICIAL NECKBANDS, GOWNS AND CAPS.**
- Graduates must wear the college's **NEW** official graduation attire. Your graduation attire will be checked before you enter the ceremony.

#### STEP 1

• Print this order form and complete the personal details section below. We require this hard copy upon collection of your graduation attire.

#### STEP 2

- Pay your hire or purchase fee **BEFORE YOUR GRADUATION** via EFT or FNB ATM deposit. **DO NOT** make payment inside the bank at the teller. Our banking details are on page 3 of this document.
- Payment and collection can also be done at our store in Durban North on **Tuesday, 06 May 2025.**
- To cater for late bookings payment will also be accepted at the graduation venue, from 3 hours before the start of the ceremony.

#### STEP 3

• Print your proof of payment. We require this hard copy upon collection of your graduation attire.

#### STEP 4

- When collecting please have your **printed** order form and payment confirmation with you. Refer to page 2 of this order form for more information.
- If **HIRING**, we require R300 in cash as a security deposit upon collection. This R300 will be refunded to you upon return. Alternatively, your original ID or drivers license can be used as "security". You must return your attire immediately after the ceremony, on the same day.
- If **PURCHASING** simply present your printed order form and payment confirmation on collection.

## COLLECTION & RETURN PROCESS WHEN HIRING:

- Collect your attire:
  - At House of Graduates, 110 Umhlanga Rocks Drive, Durban North on **Tuesday, 06 May 2025**, or
  - At the graduation venue from 3 hours before the start of your ceremony.
- In addition to the hire charge, we require R300 in cash as "security" upon collection. This R300 will be refunded when you return the attire. **DO NOT** pay the R300 security into our account. **A penalty fee will apply should you not follow this procedure.** Alternatively, your original ID or drivers license can be used as "security".
- You **MUST** present your **printed** proof of payment and this order form when collecting your graduation attire. If not, you will be required to pay again.
- We stock all sizes and will assist with fitting upon collection of your graduation attire.



- **RETURN PROCESS:**
  - Graduands must return hired graduation attire, at the graduation venue, immediately after the ceremony. If not, a late return fee of R100 per day will be levied.

## COLLECTION PROCEDURE WHEN PURCHASING:

- Purchased attire must be collected:
  - Before the graduation date, at any of our stores, or
  - At the graduation venue from 3 hours before the start of your ceremony
- You **MUST** present your **printed** proof of payment and this order form when collecting the graduation attire. If not, you will be required to pay again.
- We stock all sizes and will assist with fitting upon collection of your graduation attire.



## COURIER/ POSTAGE SERVICE: ONLY AVAILABLE WHEN PURCHASING:

- A door-to-door courier service, within South Africa, is available for R350 when purchasing graduation attire.
- The sale price and postage fee must be paid via EFT or FNB ATM deposit.
- Your payment confirmation, a CLEAR copy of your ID/ driver's license, your height measure from head to toe, and this completed order form are required before dispatch. These documents must be emailed to [dispatch@houseofgraduates.co.za](mailto:dispatch@houseofgraduates.co.za) at least **14 days before your graduation ceremony**.
- Should you require international courier/ delivery to an address outside South Africa, please email [dispatch@houseofgraduates.co.za](mailto:dispatch@houseofgraduates.co.za) for a quotation.

**PRICING:**

DESCRIPTION	HIRE PRICE	PURCHASE PRICE
<b>GRADUATION OUTFIT: Gown, Neckband &amp; Cap</b>	<b>R300</b>	<b>R1,530</b>
- Gown Only	R150	R800
- Neckband Only	R290	R360
- Cap Only	R110	R370

**OUR BANKING DETAILS:**

- If hiring, only pay your hire fee. **DO NOT pay the R300 security into our account.**

Bank: FNB | Account Holder: House of Grads | Account No: 621 299 777 68

Payment Reference: CKZN + Your Date of Birth

You must have your **printed** payment confirmation with you when collecting. If not, you will be required to pay again.

**YOUR PERSONAL DETAILS:**

Full Name: \_\_\_\_\_

Cell Number

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Email: \_\_\_\_\_

Physical Daytime Address: \_\_\_\_\_

Name of Completed Course: \_\_\_\_\_

Date of Graduation: \_\_\_\_\_

Time of Graduation: \_\_\_\_\_

**TERMS & CONDITIONS FOR HIRE:**

- Hired attire must be returned immediately after the ceremony. If not, late return fee of R100 per day will be levied. Should hired attire not be returned, a R2,000 recovery fee will be charged. Loss or damage of the attire will result in the full sale price being charged.

\_\_\_\_\_  
\*Signature

**HOUSE OF GRADUATES IS YOUR OFFICIAL SUPPLIER OF GRADUATION ATTIRE**

**YOU WILL FIND US INSIDE THE GRADUATION VENUE, NEVER ON THE STREET OUTSIDE THE VENUE**