

GRADUATION GOWN HIRE FORM



SECTION 1: PERSONAL DETAILS	
Name:	National ID / Passport Number:
Email Address:	Contact Number:
SECTION 2: PROGRAMME DETAILS	
Programme Name:	
SECTION 3: RENTAL DETAILS	
Hiring Period (Please state a 3-day period between 5 – 20 July 2022):	
From:	To:
d d m m y y y y	d d m m y y y y
SECTION 4: ATTIRE CHECKLIST (to be completed by College Staff at the time of issuing)	
Mortarboard:	<input type="checkbox"/>
Gown:	<input type="checkbox"/>
Hood:	<input type="checkbox"/>
Stole:	<input type="checkbox"/>
Payment Receipt for MVR 3000/- Cash Deposit Issued to Student by:	
Issued Date:	d d m m y y y y
Form No.	
SECTION 5: DECLARATION	
<p>I, _____, have received the full attire as listed above in Section 4 of this form, without any damage, and agree to return it within 3 (three) days from the issued date, in the same condition in which it was handed to me.</p> <p>I understand that upon return, College will inspect the gown and accessories for damage, and refund MVR 2500 (cash) after deducting administrative charges amounting to MVR 500.</p> <p>I understand and agree that further deductions will apply if there are damages to the gown or accessories, and that an additional fine will be charged for any extra day and that the deposit will not be returned if I do not return the attire within 10 days of the issued date stated in Section 4.</p>	
Signature:	Date: