

Letterman Jackets

Letter Jacket Procedure 2017-18 for Qualifying Students

THE Fitting Dates:

September 20th

November 1st

February 21st

February 22nd

May 16th

May 17th

Coaches/Sponsors will provide their list of qualifying students to the front desk receptionist, Mallory Baker.

The administrative office will provide order forms to the coach/sponsor based on that list. It is the responsibility of the student and/or parent to complete the form and submit it to the Balfour rep during the fitting.

Fitting times will be with the Balfour representative in the THS cafeteria during lunches on the dates listed above.

Please note that we will **NO LONGER complete any fitting at Balfour.**
All fittings will take place at THS during the students lunch period.

If students miss their fittings, they will be moved to the next fitting date by their coach/sponsor.

Any additional order/payment must be completed prior to the fitting for the jacket to be processed at that time.

Payment can be made with the Balfour rep in person, or online at www.balfour.com.

Note: In order for students to earn a Letter Jacket in any organization, prior Administrative Permission has to be granted along with providing a copy of your organizations by-laws, constitution and lettering requirements.