

JENISON Band APPAREL !

Orders Due by November 7



We are excited to once again offer Jenison Band Apparel this fall!

Band Logo on Black Shirts: Our classic traditional dark green and black treble clef logo will be offered on short-sleeve T's, long-sleeve T's, and hoodie sweatshirt styles. Both T-shirts and hoodies will be offered on a standard fabric as well as a moisture-wicking fabric. Personalization is available on the back in white letters for an additional \$5 per line.

Black Sweatpants: We are offering black sweatpants with the "JENISON BANDS" rectangle logo down the leg.

ALL ORDERS MUST BE TURNED IN BY NOVEMBER 7. Delivery will be mid-December. Apparel will be handed out in class.

TRADITIONAL DESIGN ON BLACK

\$10 BLACK Short-Sleeve T
\$12 BLACK Moisture-Wick Short-Slv T
\$15 BLACK Long-Sleeve T
\$28 BLACK Hoodie Sweatshirt
\$37 BLACK Moisture-Wick Hoodie

SWEAT PANTS

\$24 BLACK Sweat Pants with rectangle logo

- * Personalization on back of shirt costs \$5 per line (2 lines max, 13 characters max per line)
- * All items size XXL please add \$4.00. All items size XXXL add \$9
- * Purchasing Jenison Band Apparel is completely optional. This apparel is not part of any uniform that we use in a performance.

ORDERING INSTRUCTIONS ON BACK - - - - ->

JENISON BAND APPAREL

Orders Due by November 7

Instructions for Ordering: We are processing orders on Charms in order to alleviate processing errors. Just go to the Charms site and detailed instructions are below if needed. Most of the students have been shown this online process in class, so please ask them if you have questions or contact Mr. Palma at: mpalma@jpsonline.org

Go to the Website:

<https://www.charmsoffice.com>

To Login:

1. Click Login
2. Enter School Code: jenisonbands
3. Password: Student ID number (this is your lunch number and can also be found in powerschool) unless you changed your password. ***If you can't remember your password, please email Mr. Palma at mpalma@jpsonline.org and he can reset your password back to your student's ID number.
4. Click Enter Charms

To Order:

1. Click the Shopping Cart Icon at the top of the screen.
2. Click the Green "Choose" Button to select the item you want. (Be sure to select carefully at this step - no personalization, 1 line of personalization, or 2 lines of personalization.)
3. Click on the correct size.
4. Select the color "Black". This is the only option available.
5. If you are purchasing personalization, a prompt will appear. Enter the desired personalization.
6. If you are not purchasing personalization, it will skip that step.
7. Click on "Update Cart" button.
8. If you would like another item, click a Green "Choose" Button.
9. When all items are ordered, click the "Checkout" Button at the top of the screen.
10. At the next screen, click "choose a payment option" drop down menu.

To Pay (3 Options available):

1. For Credit Card: Choose "Affinipay", enter information, and click "Process Payment".
2. For Cash/Check: Chose "Bill and Print", click "Process Payment". This will submit the order, then send cash/check to the band director at school. Please make checks out to "JPS" (you do not need to print anything) and include the student's name on the memo line.
3. To use Band Account money: please choose "Bill and Print", Click "Process Payment". This will submit the order, then have your student tell their director they are paying by account or email Mr. Palma at mpalma@jpsonline.org to let him know.
4. To use Band Account money combined with cash/check (not credit card): Follow number 3 above and turn the cash/check to your teacher.

Please direct any questions to Mr. Palma at mpalma@jpsonline.org. Thank you for using our new Charms band management system!