

Honpa Hongwanji Mission of Hawaii  
August 23, 2008

**Commemoration Publicity Committee**  
**Rev. Toyokazu Hagio, Division Head**

## Ordering Procedure for Commemoration Apparel

1. Each temple (or organization or group) will have an ordering coordinator who will:
  - a. **Publicize** types of apparel available and **make order forms available** and set own deadlines to meet 1<sup>st</sup> delivery order date of September 13, 2008. (This will be online by end of August)
  - b. Coordinator will **collect all orders and monies** and **submit one check payable to Honpa Hongwanji Mission of Hawaii** from your temple with consolidated order to June Asato at P.O. Box 894466, Mililani, HI 96789 by beginning in August, 2008. Coordinator will **keep** the individual order forms and fill orders when shipment is picked up.
  - c. Coordinator will **make arrangements to pick up** consolidated order from committee as production will be on Oahu. Shirts ordered by September 1 will be available by September 13. Orders received after September 1 may be delayed due to production schedule and will be available later in September or in October.
  - d. Coordinator will have own committee to **fill orders and distribute** to temple members.
  - e. **Additional orders** of 10 or more pieces will be filled in December and in February. Special arrangements may be possible at other times. Districts are encouraged to coordinate this to accommodate new members.
2. District directors and other committee people who come to Oahu should offer to pick up orders. Coordinators should contact [awarenesscomm@yahoo.com](mailto:awarenesscomm@yahoo.com) or call June Asato at 808-6230082 to authorize release of orders to individuals other than coordinator.
3. Temples or organizations may make bulk pre-paid order and sell them at various events or at temple but may not change the price. Order through your coordinator.



All temple coordinators should **register** with the awareness committee in order to be kept informed of production and delivery.

Submit:                      Name of Coordinator  
   Name of Temple (or group or organization)  
   Phone # and email

Send information to [awarenesscomm@yahoo.com](mailto:awarenesscomm@yahoo.com) ASAP. Contact June Asato at 808-623-0082 for more information.