

# Made-To-Measure Form Uniform Shirts

Customer Name: _____	Date: _____
Shipping Address: _____	
Day Time Phone Number: _____	Email: _____

Order Number: _____ <i>For Office Use Only</i>	PO Number: _____ <i>For Office Use Only</i>
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For more accurate measurements, lay your garment FLAT on a HARD surface and use a soft measuring tape. Smooth the garment with your hands, but do not stretch the fabric. Ironing is recommended for garments that are highly wrinkled.

**Note: For optimum results, consult a professional tailor to take these garment measurements.**

<b>Shirt Fabric/Style:</b>	<b>Sleeve Length:</b>	<b>Comments:</b> _____
<input type="checkbox"/> Micropoly	<input type="checkbox"/> Short Sleeve	_____
<input type="checkbox"/> Poplin	<input type="checkbox"/> Long Sleeve	_____

### MINOR CHANGES ONLY

Fill out this section if you're able to find an existing in-stock shirt size that basically fits and **only requires alterations to sleeve length and/or center back length**. Simply follow these easy steps for requesting shirt modifications:

- 1) Try on a shirt at a Scout Shop; record BSA SKU# below of style that fits best.
- 2) Measure current sleeve and/or center back length of shirt you try on.
- 3) Indicate new measurement(s) below for one or both modifications being requested.
- 4) Subtract the difference between the current stock measurement and the new requested measurement.

BSA Stock SKU: \_\_\_\_\_ Description: \_\_\_\_\_

**B. Sleeve Length**  
(From shoulder seam to end of sleeve.)

Current BSA Stock Item: \_\_\_\_\_ inches

Customer Requested: \_\_\_\_\_ inches

Difference (+-): \_\_\_\_\_ inches

**F. Center of Back Length**  
(From the center of the back neck at the collar seam to the bottom of the garment)

Current BSA Stock Item: \_\_\_\_\_ inches

Customer Requested: \_\_\_\_\_ inches

Difference (+-): \_\_\_\_\_ inches

### MAJOR CHANGES ONLY

Please provide measurements requested below based on a woven dress shirt that currently fits you well and we will construct your new uniform garment to those specifications.

**Customer's Personal Measurement:**      **Height:** \_\_\_\_\_      **Weight:** \_\_\_\_\_

**Customer's Typical Woven Dress Shirt Size:**      **Neck:** \_\_\_\_\_      **Sleeve:** \_\_\_\_\_

**All measurements should be based on actual garments, not body measurements. All measurements should be in inches.**

**A. Neck Size:** \_\_\_\_\_

Open shirt flat and measure along the collar from the center of the button to the outside corner of the button hole.

**C. Cross Shoulder:** \_\_\_\_\_

With back of garment facing you, measure straight across from shoulder seam to shoulder seam.

**F. Center of Back Length:** \_\_\_\_\_

From the center of the back neck at the collar seam to the bottom of the garment.

**B. Sleeve Length:** \_\_\_\_\_

**\*This measurement may not correspond to the size on the label. Please take this measurement from the garment as directed below.**

**D. Cross Chest:** \_\_\_\_\_ x 2: \_\_\_\_\_

1" below armhole

Measure from side seam to side seam 1" below the bottom of the armhole. Double the measurement.

**G. Bottom Sweep:** \_\_\_\_\_ x 2: \_\_\_\_\_

From side seam to side seam at the bottom of the garment. If there are slits on the side, use the bottom-most point of the side seam. Double the measurement.

From the center of the back neck at the collar seam to the end of the sleeve, including the cuff. Use the same kind of sleeve length as the one you are ordering (ie. **Short Sleeve** or **Long Sleeve**)

**E. Armhole:** \_\_\_\_\_ x 2: \_\_\_\_\_

Measure along the curve of the armhole from top shoulder seam to bottom sleeve seam and double the measurement

