



# PROTOTYPE KIT

YOUR PROTO IS HERE! You're one step closer to finding a look you'll love! Here's what you need to do next:

1

## TRY IT ON

Move, dance or skate, and try it on as many team members as possible!

2

## GIVE US YOUR FEEDBACK

Fill out the attached form. We look forward to hearing your feedback and suggestions!

3

## MEASURE AND SIZE YOUR TEAM

Use your proto as a guide to fit your team, and record your team's measurements for sizing needs.

4

## SIGN OFF & SHIP IT BACK BY: \_\_\_\_\_

We MUST have the sample by the above date in order to start production. We use the sample garment to ensure the rest of your order is made to your specifications! If you are unable to send your proto back by the above date, your final delivery date will be adjusted.

TEAM NAME: \_\_\_\_\_

GARMENT: \_\_\_\_\_

GARMENT SIZE: \_\_\_\_\_

Our design and patterning staff recommend the following:



## STEP 1: TRY IT ON



INITIALS

I have tried the garment on as many team members as possible. Here are a few tips:



### TRY IT ON WITH YOUR ACCESSORIES

Make sure you try the garment on with the tights, shoes and accessories to be worn for performances.



### BE SURE TO MOVE IN IT!

Perform your choreography and move in your costume. Team members have danced, skated or performed in the garment. Note: Please make sure that you are performing turns, leaps, floor work or kicks.



### TAKE PICTURES IF YOU HAVE A CONCERN

Pictures are the easiest way to help us address your concerns.



### TRY IT ON AS MANY TEAM MEMBERS AS POSSIBLE

Start with those that are the most size appropriate team members first. This will help you with sizing and getting a feel for how your garment looks on a variety of team members.

## STEP 2: GIVE US YOUR FEEDBACK

### CHECK THE DESIGN

Are you happy with the overall design of the garment?

☐

Yes

☐

No

*If no, please describe any changes or concerns to be addressed:*

Do the fabrics look and feel the way you anticipated?

☐

Yes

☐

No

*If yes, please describe:*

### CHECK THE FIT

Who does it fit? Please add this to the measurement chart.

Of the people you tried it on, is there a fit issue?

☐

Yes

☐

No

*If yes, please describe or send us a photo:*

**\*Please note: Custom fit services are not included in the price of your garment.** We will work with you in determining solutions to fit concerns. If there are additional fees for this service, they will be addressed and determined prior to construction of your garments.

*After moving in garment, answer the following questions:*

Are there any concerns regarding the brief or shorts riding up?

☐

Not applicable

☐

Yes

☐

No

*If yes, please describe:*

Does the leotard torso length feel too long or too short?

☐

Not applicable

☐

Just right

☐

Too tight

☐

Too loose

*Explain, if necessary:*

## STEP 2 CONTINUED: GIVE US YOUR FEEDBACK

Does the top stay in place?

☐ Not applicable ☐ Yes ☐ No

Are the shoulder seams and armholes fitting properly?

☐ Not applicable ☐ Yes ☐ No

Is the sleeve length correct?

☐ Not applicable ☐ Yes ☐ No *If no, please describe (indicate specific adjustments that are needed)*

Does the neckline provide the coverage needed?

☐ Not applicable ☐ Yes ☐ No *If no, please describe (indicate specific adjustments that are needed)*

Do closures such as zippers, hook and eye crotches, and keyholes allow you to easily get into the garment?

☐ Not applicable ☐ Yes ☐ No *If no, please describe (indicate specific adjustments that are needed)*

How is the fit of the straps?

☐ Not applicable ☐ Just right ☐ Too tight ☐ Too loose *Explain, if necessary:*

Is the top length long enough and does it provide proper coverage?

☐ Not applicable ☐ Yes ☐ No *If no, please describe (indicate specific adjustments that are needed)*

Is the dress or skirt length correct in both the front and back of the garment?

☐ Not applicable ☐ Yes ☐ No *If no, please describe (indicate specific adjustments that are needed)*

Does the waist seam or waistband hit in the correct area?

☐ Not applicable ☐ Yes ☐ No *If no, please describe (indicate specific adjustments that are needed)*

### ACCESSORIES

Are there any additional items you need with your garment? If this was not included in your original design, the cost for these items will be determined prior to adding to your order.

☐ Yes ☐ No *If yes, please describe:*

### PLANNING FOR FUTURE

Will you be re-ordering your garments in the future?

☐ Yes ☐ No *If yes, please describe:*

If so, would you like us to purchase additional yardage for a future order? Because specialty fabrics can be discontinued without notice, we recommend this option as a safeguard. The extra yardage will be charged to your account. We can either hold your fabric in our warehouse for up to one year when your initial order is placed, or we can ship the yardage to you.

☐ Yes ☐ No *If yes, you will be contacted by your Account Manager to address specific fabric needs.*

# STEP 3: MEASURE & SIZE YOUR TEAM

## MEASURE YOUR TEAM & RECORD

First step is to measure each person on your team. Record each measurement by person on the attached spreadsheet. For a video on how to measure with step by step instructions, visit our YouTube channel!

### MEASURING TIPS

- Measure over a form-fitting garment such as a leotard or biketard.
  - Be consistent. Have the same person measure the entire group.
  - The tape measure should be snug. Do not pull tightly or hang loose.
- Measurements must be accurate to determine correct size.

## DETERMINE SIZES

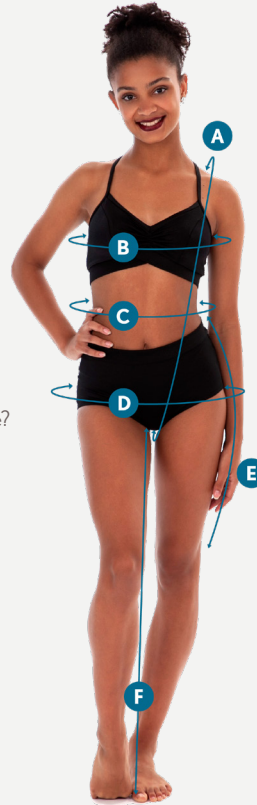
Determine each team member's size by using the charts provided. The sizing charts provide you with average measurements for each size. Need help determining a size? Give us a call, we're happy to help with every step of your ordering process!

### TIPS FOR DETERMINING SIZES

- When you're between sizes, we recommend selecting the larger size. Alterations are more difficult when the garment is too small rather than too large.
- Our garments are meant to be form-fitting and hug the body, unless the pattern is specifically made to be looser.

## CUSTOM SIZING SERVICES

Need custom sizing? We can alter patterns to fit your needs for a small fee. Special sizing options include long or short torso, custom skirt lengths, long or short pants, adjusted sleeve length, etc. Contact us for more information and pricing schedules!



### A. TORSO GIRTH

Place tape measure starting at center of shoulder down to the torso, through legs, up the back, meeting the tape measure at the shoulder. This is one of the most important measurements for determining leotard, unitard and biketard size.

### B. BUST

Stand with arms down and measure around the torso at the fullest part of back and bust.

### C. WAIST

Measure around the narrowest part of natural waistline.

### D. HIPS

With feet together measure the fullest part of your hips.

### E. SKIRT LENGTH

Measure from the natural waist to top of the knee along the side of the body.

### F. INSEAM

Measure from inside the upper leg from the crotch to the floor.

WOMENS	STANDARD SIZES	XXS	XS	S	M	L	XL	XXL	3XL	4XL	5XL
	BUST/CHEST	31	32	33	35	36	38	40	42	44	46
	WAIST	23-24	24-25	25-26	26-27	28-30	31-32	33-34	35-36	37-38	38-40
	HIPS	31-32	33-34	35-36	36-37	38-39	40-41	43-45	45-46	47-48	49-50
	TORSO GIRTH	52-53	54-55	56-57	58-59	60-61	60-63	64-65	66-67	66-67	70-71
FOR SIZES 3XL AND ABOVE THERE IS AN ADDITIONAL \$25 FEE PER GARMENT											
WOMENS	BRA TOP SIZES	XS	S	S FULL	M	M FULL	L	L FULL	XL	XL FULL	
	STANDARD	32AA	32B	32C	34 B	34C	36A	36C	38A	38C	
	BUST	32A	34A			24D	36D	36D	38B	38D	
			34B								
WOMENS	INSEAMS	STANDARD				SHORT		LONG			
	PANTS	32				30		34			
	LEGGINGS	28				26		30			
WOMENS	SKIRT LENGTH	STANDARD				SHORT		LONG			
		21.5				19.5		23.5			
CHILDREN	STANDARD SIZES	4	6	8	10	12	14	16	18		
	BUST/CHEST	22-21	23-24	25-26	27-29	29-30	30-32	32-33	34-35		
	WAIST	19-20	21-22	22-23	23-24	25-26	26-27	28-31	31-33		
	HIPS	22-24	25-26	27-28	29-30	30-31	32-33	34-36	36-38		
	TORSO GIRTH	38-41	41-42	42-46	47-48	49-50	52-53	54-55	56-57		
CHILDREN	PANT INSEAM	4	6	8	10	12	14	16	18		
	STANDARD	21.5	23	24.5	26	27.5	28	29.5	30.5		
	SHORT	19.5	21	22.5	24	25.5	27	27.5	28.5		
	LONG	23.5	25	26.5	28	29.5	31	31.5	32.5		
CHILDREN	SKIRT LENGTH	4	6	8	10	12	14	16	18		
	STANDARD	11.5	13.5	15.5	17.5	19	20.5	21.5	21.5		
	SHORT	9.5	11.5	13.5	15.5	17	18.5	19.5	19.5		
	LONG	13.5	15.5	17.5	19.5	21	22.5	23.5	23.5		

## STEP 4: SIGN OFF & SHIP IT BACK

### SIGN OFF

The enclosed is a record of the approval or changes requested to the prototype. In the event of design changes (differing from the original design and price quote), I understand final price and delivery date may be affected. These fees are to be approved by me prior to construction of the final order.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### USE THE ENCLOSED FEDEX RETURN LABEL TO RETURN YOUR PROTO

Adhere the enclosed return label to your package and drop off at any FedEx Kinkos location.

**We MUST have the sample by the above date in order to start production. We use the sample garment to ensure the rest of your order is made to your specifications! If you are unable to send your proto back by the above date, your final delivery date will be adjusted.**

If there are changes to the prototype, it may be necessary for The Line Up to produce another prototype. The cost of each prototype made is the responsibility of the customer.

## WOULD YOU LIKE TO CHANGE YOUR PROTO?

*This is possible, but please consider the following:*

- **A SECOND SAMPLE IS POSSIBLE, BUT WILL REQUIRE EXTRA FEES AND TIME**

If you are not satisfied with the first sample, a second sample can be made with an additional fee. There is an additional fee for this service, and it will likely extend your delivery date. Generally it takes 2-3 weeks to make a second prototype. If you are unable to flex your delivery date, we will work with you in identifying those changes that are feasible without comprising your timeline.

- **CHANGES TO PROTOS WILL AFFECT THE FINAL PRICE**

Changes to the original design or prototype will affect the final price of the garment. It is our goal to work with you in minimizing additional costs. Base price components vary depending on the changes requested and will be adjusted from your original quote. Additional patterning is billed at \$50.00 per hour.

- **WE'LL NEED TO CHAT ABOUT WHAT CHANGES ARE POSSIBLE**

We will be contacting you to review and discuss your desired changes. There are times when changes may not be possible. If this is the case, our patterning and design staff will work with you to identify solutions.

- **CUSTOM SIZING IS POSSIBLE, BUT WILL REQUIRE EXTRA FEES**

Pricing for your garments is based on standard sizes, unless noted on your price quote. Custom fitting services are available at an additional fee. Your Account Manager will help you to identify solutions to fit your needs.



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**WWW.THELINEUP.COM /// 1-888-4-LINEUP**