

## Uniform Alteration and Hemming Authorization

**To  (Canada) Limited employee:**

Please bring this form with your uniform item(s) to any **Stitch It** location in Canada.

For your convenience, please refer to our website at [www.stitchit.com](http://www.stitchit.com) for more information on locations and hours of operation.

**Dear Stitch It:**

We are authorizing the following repair(s) or dry-cleaning for our employee's uniform

**Employee name:** \_\_\_\_\_ **Emp ID#** \_\_\_\_\_ **or New Employee** \_\_\_\_\_

**Note:** *(Only alterations listed below are approved)*

| BRING THIS AUTHORIZATION FORM WITH YOU                                                                                                                                                                                            |                   |                                                                                                                                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SHIRT (QTY) _____                                                                                                                                                                                                                 | PANTS (QTY) _____ | JACKET(QTY) _____                                                                                                                                                                                                                                                         |
| <ul style="list-style-type: none"> <li>- <b>Men's/Women's Short Sleeve Shirt (red and white)</b> Take in sides</li> <li>- Hem shirt bottom</li> <li>- Replace button</li> </ul>                                                   | -                 | <ul style="list-style-type: none"> <li>- <b>Men's/Women's Softshell Jacket</b></li> <li>- Take in sides (unlined)</li> <li>- Shorten sleeves (unlined)</li> <li>- Shorten sleeves (lined)</li> <li>- Zipper – slider replacement</li> <li>- Zipper replacement</li> </ul> |
| <ul style="list-style-type: none"> <li>- <b>Men's/Women's Long Sleeve Shirt (red and white)</b> Take in Sides</li> <li>- Shorten sleeves</li> <li>- Hem shirt bottom</li> <li>- Taper sleeve</li> <li>- Replace button</li> </ul> |                   | <ul style="list-style-type: none"> <li>- <b>Men's/Women's Hard-Shell Jacket</b></li> <li>- Take in sides (unlined)</li> <li>- Shorten sleeves (unlined)</li> <li>- Shorten sleeves (lined)</li> <li>- Zipper replacement</li> <li>- Snap repair/replacement</li> </ul>    |
| <p><b>DRY CLEANING SERVICES:</b> Garment Description _____ QTY: _____</p>                                                                                                                                                         |                   |                                                                                                                                                                                                                                                                           |

**Authorized by:** \_\_\_\_\_ **Date:** \_\_\_\_\_



