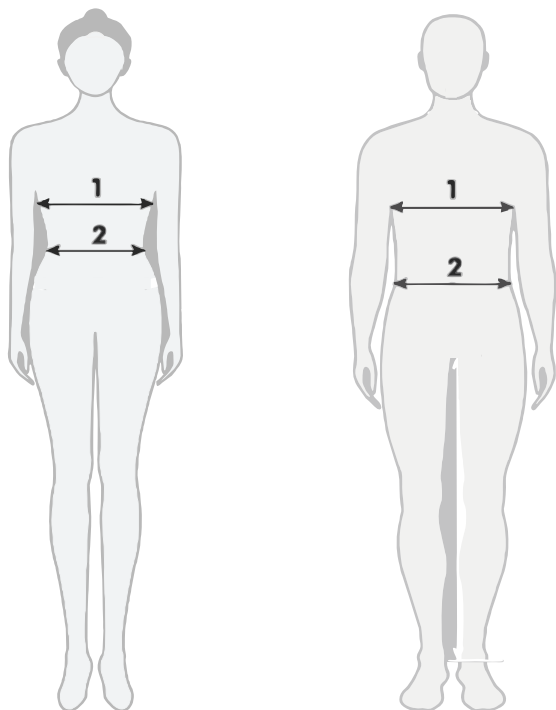




MEASURING



1 - LADIES BUST: Measure at the fullest part of your bust, by placing the tape measure under your arms and across your shoulder blades. Remember to breathe out when taking this measurement.

2 - LADIES WAIST: Measure your waist around the natural waistline.

1 - MENS CHEST: Measure across the widest part of the chest, under the armpits, and around the back. Ensure that the tape is horizontal all the way around the body. (Do not allow it to dip at the back).

2 - MENS WAIST: Decide where you want your trousers to sit (on the hips, above the hips) and measure at this position. Ensure that the tape is horizontal to the ground

WASHING AND GARMENT CARE INFORMATION

- Cold water wash
- Do not tumble dry. This will increase the life of the garment
- Garments must be rinsed thoroughly
- When drying in sunlight the garments must be turned inside out to reduce colour fading
- Cool iron must be used on all fabrics except nylons and polar fleece materials (No Ironing)
- Do not iron on the screenprints or the embroideries
- Do not use bleach as this will weaken the fibres

WASHCARE GUIDELINES - HOW TO INCREASE YOUR WARDROBE LIFE SPAN:

Follow the care instructions on the garment labels to preserve the appearance of your uniform. It is each staff members own responsibility to take care of their uniform.

Washing:

- Rather use brand washing powders & avoid harsh bar soaps and bleaches as they cause discolouring
- Use very little fabric softener as this tends to weaken fibres

How to reduce creasing:

- Hang up garment after wearing. Fasten zips and buttons to help the garment keep its shape
- Jackets should be placed on a hanger when not being worn
- Hang washable garments on hanger whilst damp and minor creases should drop out
- When ironing is required, iron on the reverse side to prevent "shining"

Drying:

- Fasten all buttons & hang inside out, especially dark colours
- If garments are left out in the sun all day they will be bleached by the sun

Stain removal:

- Always carefully remove stains before washing or drying as heat can make stains permanent

TREATING STAINS:

Antiperspirant: Make a paste with bicarbonate of soda and salt and apply to stain for about 15 minutes. Soak in detergent and then wash as normal.

Ball Point Pen: Sponge with methylated spirits or Eau-de-Cologne. Any remaining stain should then be rubbed with soap and washed as normal.

Alcohol or Food: Use soda water. Place a towel under area. Fizz soda and rub in towards the centre of the spot.

Blood: Mop with tissues & soak in strongly salted cold water. Keep changing the salt-water solution until it runs clear. Sponge any remaining stain with warm water. Rinse with cold water. Wash the whole garment before the stain dries using a detergent.

Chewing Gum: Put the stained garment in a plastic bag and freeze overnight. Gum should scrape off easily, or brush egg white onto gum stains with a toothbrush and wash normally.

Coffee and Tea: Soak in lukewarm detergent solution. (Always dissolve the detergent in water soaking). Then treat with methylated spirits.

Fruit and Fruit Juices: Rub

the stain with salt before washing. Rinse in cold water and soak in liquid detergent. (See care label)

Oil: Eucalyptus oil is an excellent oil and grease stain remover (from pharmacy). Using a cotton swab, apply to stained area and then wash as per the care instructions.

Tomato Sauce: Rinse in cold water and soak in liquid detergent. If necessary, treat with methylated spirits.

HAND WASHING:

- Fill a bucket or deep sink with warm water and about a ¼ cup of detergent
- Put your clothing in the water and leave to soak for a while if stained
- Knead the clothing with your hands in the water for a few minutes, as much as you would knead bread
- Rinse the clothing until water runs clear, not soapy
- Wring out the garment gently
- Turn garments inside out and close any buttons' or zips
- Hang out to dry on a clothes line or a well-ventilated area