

How To Find Your Correct Size

It is very important that you take a few moments to read and follow these instructions.

There are NO REFUNDS OR EXCHANGES of uniforms if you have ordered the incorrect size.

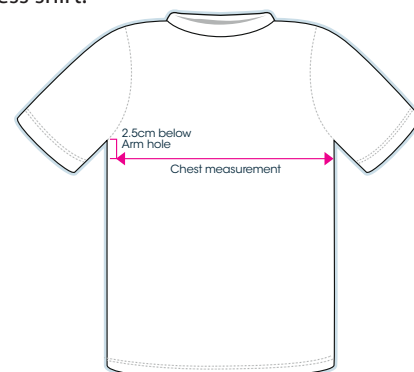
Finding your correct size is actually fair straight forward. The majority of all of our catalogues will show somewhere inside a sizing grid, it will generally be directly under the style's image or at the very back of the catalogue.

The sizing grids will either show "the half chest measurement" or the "to fit chest measurement". It is important that you understand the difference so you can accurately work out your size.



The Half Chest Measurement

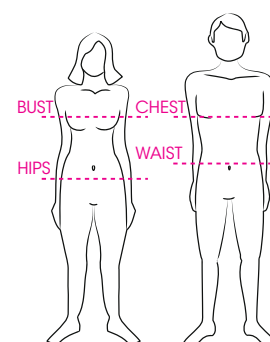
1. Find an equivalent style garment that you currently wear and feel comfortable in. ie if you are trying to find your size for a business shirt don't use a tee shirt or jacket use a business shirt.
2. Make sure it is not too tight or too loose and that you are happy with the fit.
3. Lay the garment out flat on the floor or on a table and measure from side to side 2.5cm under the arm pit.
4. This measurement is referred to as a half chest measurement.
5. Look at the size guide in the catalogue and find the measurement that is closest to yours. This will then tell you what size you are, based on the cut of that garment. If you are between sizes it's usually best to go for the larger option.



HOW TO MEASURE

Actual Body Measurements

- 1). You'll need a flexible tape measure.
- 2). Measuring is best done by someone else to ensure accuracy.
- 3). Usually only the Chest/Bust measurement is required. Refer to the chart (left) for the various positions of measurement.
- 4). Keep the tape measure firm, not too loose and not too tight. Don't add extra cm's "just to be safe" the measurement is the measurement.
- 5). Compare your measurements to the chart listed on the style sheet to determine your size. If you are between sizes it's usually best to go for the larger option.



MEASUREMENT BODY POSITIONS

Of course neither of these methods is 100% fool proof so take your time and measure carefully and accurately.